

**Charlevoix Montessori Academy for the Arts**  
**115 Hurlbut**  
**Charlevoix, MI 49720**  
**(231) 547-9000**

DATE: 1-10-18, TIME: 5:30pm

[ X ] Regular or [ ] Special Meeting Minutes

1. Call to Order: Seidel called the meeting to order at 5:30pm.
2. Roll Call: Joseph Seidel [ X ] Jennifer Earls [ X ]  
David Kroon [ X ] Christine Dillon [ X ]  
Gloria (Joni) Olach [ ] Michael Randall [ X ]  
Judi Sigulinsky [ X ]
3. Pledge of Allegiance
4. Approval of:
  - A. Agenda: Seidel motioned to accept the agenda with corrections; second by Dillon; all approved.
  - B. Previous Minutes 12-13-17: Kroon motioned to accept the 12-13-17 minutes changes as recommended; second by Sigulinsky; all approved
  - C. Financial Report: Seidel motioned to accept the December 2017 financial reports; second by Randall; all approved
5. Correspondence: None.
6. Public Comment: None.
7. Principal's Report: Amanda Minaker provided detailed information for Administrator's report. Seidel moved to approve the report, second by Randall, all approved.
8. Committee Reports: Board discussion regarding PTO events. School Administrator did contact the Charlevoix State Bank and did fill out a full report with the Charlevoix Police Department. The Police Department is moving forward with an investigation at this time. Board discussed creating a provision for PTO services including financials, proper record keeping and bi-laws.
9. Old Business:
  - A. Paving Bricks program: A local mason has been approached by Seidel and did check the steps. St. Mary's cement company has offered to repair the front entryway step to the building. This will be pursued for the spring when the steps are able to be repaired.
  - B. Board Policy: Board discussion regarding adults with sexual offenses who have students attending CMA. Parents on the Criminal Sexual Conduct list are not reporting to the school regarding their status. Seidel, Kroon and Earls formed

this committee. Representative from the court reported to committee that new policies and procedures are being developed by CharEm ISD as well as the state. Seidel will work to connect with CharEm regarding these policies. Current board policies need to be revised in order to make sure they are in compliance with all laws. Motion by Seidel that special committee expand their roll to review and inquire about how to update current school board policy, Second by Randall, all approved.

- C. Security Doors: There have been two bids regarding creating a safe entryway for students and staff. Estimates include installation of security doors, video camera, door buzzer system and walkie talkies. Estimates for doing this is \$2600.00-\$4000.00. Children at the school are currently participating in drills for safety. Board discussed purchasing walkie talkies, camera for the back door and camera for the front door. Randall discussed speaking with Jeff Granger regarding an additional bid for service. Ms. Minaker will send an email out to all families letting them know that the front doors will be locked from 9am to 3:30pm. The email will also state that there will be the drop and go policy as there was last year met by a door greeter until 9am and then again at 3:30pm. Seidel motioned to approve, second by Sigulinsky. All approve.

10. New Business: None.

11. Public Comments: None.

12. Board Comments: None.

13. Reconfirmation of Next meeting: Next Board Meeting to be held February 14, 2018 at 5:30pm at Charlevoix Montessori Academy for the Arts.

14. Adjournment: Seidel motioned to adjourn the meeting at 6:46pm; second by Sigulinsky; all approved.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

