

Charlevoix Montessori Academy (CMA)
115 West Hurlbut Street
Charlevoix, MI 49720
(231) 547-9000

Minutes of the Board Of Education December 21, 2016, 5:30pm

1. Call Meeting to Order by President Seidel .
2. Present: Seidel, Olach, Randall, Kroon, Dillon.
3. Approval of:
 - A. **Agenda:** Motion by Seidel to approve, second by Olach. 4 Ayes/ 0 No, Approved.
 - B. **Minutes of Previous Meetings:** Minutes of Regular Board Meeting of **November 9, 2016:** Minutes approved. Motion to approve by Kroon, second by Olach. 4 Ayes/ 0 No, Approved.
 - C. **Financial Report:** Financial Report presented by Kali Kondrat. Motion to approve by Seidel, second by Randall. 4 Ayes/0 No, Approved.
4. **Correspondence:**
5. **Public Comment:** None.
6. **School Leader's Report:** Kali Kondrat reported that enrollment is currently at 61 plus C time waiver students. Income captured from pre-school payments to date are \$1993.16. Kroon, Seidel, Kondrat and Herriman reported on Department of Treasury Conference attended in Lansing. Kondrat reported on the Administrator Evaluation information she provided including: the New Law, 2 day training and Denise Sandison. Kroon motioned to have Kali and 1 board member trained for next year's review date and for Denise Sandison to complete this year's evaluation. 2nd by Randall. 4 Ayes/0 No, Approved. Kondrat and board members discussed the Grand Traverse Bay Tribal Council Allocation of 2% funds as follows: Tutoring program on a 1:1 or 1:2 basis. Due by 12/31/16, Seidel reported that he completed and sent this document out on 12-22-16. **ACTION:** Randall will contact Sandy Witherspoon regarding grant funds specifics and report findings to the board during next meeting. Motion to approve by Dillon, second by Seidel. 4 Ayes/0 No, Approved.
7. **Committee Reports:** None.
8. **Old Business:** Kroon and Dillon reviewed the Strategic Plan for Aggressive Enrollment with board members. Kondrat will format and send to SVU post board meeting. Motion to approve by Dillon, second by Seidel. 4 Ayes/0 No, Approved.
9. **New Business:** Financial Administrative Review. James Kazenza, CPA, of Hill, Schroderus and CO., LLP Certified Public Accountants and Consultants attended this board meeting and provided board members with individual copies of CMA's Financial Report dated June 30th, 2016. Mr. Kazenza reported on findings from this audit. He discussed the independent auditor's report in detail. Detailed discussion included pages 1, 10, 12, 23 and 25. Mr. Kazenza did report that this had been "the best year CMA has had recently." Motion to approve by Seidel, second by Olach. 4 yes/0 No, Approved.
10. **Public Comments:** Dillon reported on PTO progress. PTO Equal Exchange fundraiser raised \$280.40. Beginning to work on Soup Cook off fundraiser to be held in February. Mary Kurtz of Charlevoix Cinema has agreed to host a family night in March to provide proceeds to CMA. Yard Sale to be held at CMA on 1/28/16 with all proceeds to be donated to PTO for CMA.
14. **Adjournment:** Motion by Seidel, second by Olach. 4 Ayes/0 No. Approved.

Respectfully Submitted,



Christine Dillon
Board Secretary