

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


Minutes of the Board Of Education 9 September 2015

1. Call Meeting to Order by President Seidel at 5:32 pm
2. Present: Seidel, Olach, Hunter, Kroon, Rasmussen. Apologies: Randall, Barnes
3. Approval of:
  - A. Agenda: Motion by Seidel to approve as amended, /2<sup>nd</sup> by Rasmussen 5 Ayes/ 0 No Approved.
  - B. Minutes of Previous Meeting 12 August 2015: Motion by Olach to approve/ 2<sup>nd</sup> by Hunter 5 Ayes/ 0 No Approved.
  - C. Financial Report: Discussion. No checks written in August. Motion to approve the Financial Report by Seidel/2<sup>nd</sup> by Olach 5 Ayes/0 No Approved.
4. Correspondence: SVSU has requested establishment of a Criminal History Records Custodian whom is required to be an appointed Board member. Motion by Rasmussen to nominate President Seidel. Supported by Hunter. 5 Ayes / 0 No. Approved.
5. Public Comment: None
6. School Leader's Report:
  - a. The Lead Hazard Risk Assessment was completed this summer and the application to modify the preschool room has been approved by the Dept of Human Services.
  - b. Bridge Loan – discussion. Motion by Rasmussen to apply for a bridge loan in the amount of \$50,000 from Charlevoix State Bank. Supported by Hunter. 5 Ayes / 0 No. Approved.
  - c. Student Count currently stands at 60. Staff are considering additional marketing, student retention and community building strategies.
  - d. Great Start Readiness Program requirements were reviewed with Char-Em ISD.
  - e. The Administrative Guidelines Manual is being reviewed.
  - f. First days back to school have gone well at all grade levels.
  - g. The building roof is being examined for potential repairs.
  - h. The bank loan lien on the sailboat has been released. Options to reduce storage costs are being explored.
  - i. A new CMA promotion video is needed for the cinema; local providers will be sought.
  - j. Student Cell Phone Policy; high school students have requested consideration of provisional approval. Motion by Seidel to extend approval of the revised cell phone policy to October 14, 2015. Supported by Hunter. 5 Ayes / 0 No. Approved.
  - k. A new school sign is being prepared.
  - l. Students will be tending a booth on Kid's Day during Applefest.

Motion to approve School Leaders report made by Seidel/2<sup>nd</sup> by Olach 5 Ayes/0 No Approved.

7. Committee Reports: None
8. Old Business: Compliance Officer Appointment – Matter tabled.
9. New Business: Preschool Enrollment discussion on method for filling vacancies. Motion by Seidel to adopt the CMA Board of Education Statement: "Preschool enrollment vacancies are to be filled on an earliest date of application basis". Supported by Kroon. 5 Ayes / 0 No. Approved.
10. Public Comments: None
11. Adjournment. Motion by Seidel/ 2<sup>nd</sup> by Hunter 5 Ayes/0 No Approved 6:15 pm

Respectfully Submitted

  
Claire R. Rasmussen  
Board Secretary