

NORTHWEST ACADEMY
115 WEST HURLBUT STREET
CHARLEVOIX, MI 49720 (231) 547-9000

Minutes for November 14, 2012 Meeting of the Board of Education

1. Call to Order 5:30 pm by President Seidel
2. Roll Call: Present: Joseph Seidel, Richard Hodgson, Kathy Hunter, Joni Olach, Micheal Randall, Anora O'Conner and Claire Rasmussen.
3. Approvals:
 - a) Agenda : Motion by Hodgson to approve the Agenda, supported by Hunter. 7 Ayes, 0 No. Approved.
 - b) Minutes of 10 October 2012 Regular meeting: Motion to approve by Hodgson, supported by Hunter. 7 Ayes, 0 No. Approved
 - c) Financial Report: Motion to accept by Seidel, supported by Olach. 7 Ayes, 0 No. Approved.
4. Correspondence:
 - a) SVSU communication regarding new insurance requirements
 - b) Mortgage communication from 5th/3rd Bank
 - c) Building Furnace information
5. Public Comment: None.
6. Administrators/Development Report: Mr. Saunders
 - ◆ Review of the June 30, 2012 Audit/Financial Report: Highlights include a) no deficiencies in accounting practices b) recommend using memorial funds for intended purpose c) documentation of budget appropriations and Board actions are in good form d) recommend building refinancing
 - ◆ Current blended student count is 109.
 - ◆ Two grants were received from SVSU: \$1000 Formula Grant (for substitutes, transportation, etc) and \$3000 competitive mini grant for NWEA testing.
 - ◆ The building north end furnace is out. Bids are being sought to replace it.
 - ◆ The MAPSA Conference had six NWA staff attendees.
 - ◆ NWA staff have been seeking funding to start the NWA pre-school.
 - ◆ Students sold enough advertising to completely fund the cost of the NWA Student Yearbook.
7. Committee Report:
 - Community Liaison - nothing to report.
 - Finance – commitment has been received from 5th/3rd Bank to proceed with refinancing activity.
 - Fundraising: Argonne Supper proceeds: \$2207. FRIENDS Cookie Dough Sale proceeds: \$2207. FRIENDS will apply monies for purchase of a student & staff refrigerator and contribute to the NWA athletic fund.
8. Old Business:
 - a) Budget planned cuts will need to be implemented. Employee family insurance plans will be maintained. Motion by Seidel move into closed session at 5:46 pm. to hear a personnel item, supported by O'Conner. 7 Ayes, 0 No. Approved. Returned to Open Session at 5:50 p.m..
 - b) Administration are concluding their search for a Human Resource service provider. A presentation by the lead candidate to the NWA Board will be scheduled.
 - c) Investigation continues regarding the former staff member loan to NWA. Consultation with the auditor found no audit trail. The banks involved in the funds transfer will be consulted to seek any records.
9. New Business:
 - a) SVSU requires that NWA meet Michigan Universities Self Insurance Corporation (MUSIC) compliance. NWA will arrange a policy with General Insurance Agency.
 - b) NWA Board discussed a potential door alarm. Solutions will be explored for installation.
10. Public Comment: S. Davis provided remarks regarding a school security issue.
11. Adjournment: Motion to adjourn at 6:28 pm by Seidel, Support by Rasmussen 4 ayes, 0 no. Approved.

Respectfully Submitted,

Claire R. Rasmussen (Secretary) Northwest Academy Board of Education