

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

Regular Meeting of the Board Of Education – 12 April 2017, 5:30 PM

Members present: Randall, Dillon, Earls, Sigulinsky, Seidel

1. Call Meeting to Order: Seidel, Dillon.
2. Pledge of Allegiance
3. Approval of:
 - A. Agenda - Motion to approve Sigulinsky, second: Randall, 4 yes, 0 no. Approved.
 - B. Minutes of Previous Meeting – 8 & 15 March 2017: Motion to approve both sets of minutes by Seidel: 2nd by Randall, 4 yes, 0 no. Approved.
 - C. Financial Report – (Including Checks Written): Committee reviewed the financial report submitted by Kondrat. Motion to approve by: Seidel, second by: Sigulinsky 4 yes, 0 no. Approved.
4. Correspondence: Card to be signed for Joni Olach regarding her recovery at the hospital for surgery, letter from Hill, Schroderus & Co., LLP: Stating that they are discontinuing the school district audits in the future.
5. Public Comment: None.
6. School Leader's Report: Approval: Kondrat reported that we have gained 3 students with a total of 68 students. Middle/High school open house 4-7pm on April 20th, Saturday April 22nd, Kindergarten Roundup and Elementary Open House 10am-1pm. Friday April 28th CMA Poetry Sharing for National Poetry Month. Monday May 1st – Friday May 5th is Teacher Appreciation Week. Wednesday May 10th 8th graders will attend a Career Expo at Raven Hill. Thursday May 18th will be Navigating the Arts. Kondrat reported that there is a full page add placed in the Petoskey News Review, ½ page add in the Courier advertising all of the open houses we will be having as stated above.

Pre-school Quality Improvement Grant: \$4474.00 was awarded to CMA. The grant monies will cover the Montessori Diploma Program for the preschool program director and for Montessori materials.

Additional Forgiven Days Waiver: 9 snow days, allowed 6, 1 lack of attendance – less than 75%. Applied for 3 days to be forgiven, should know by this Friday, April 14th. Possible last day for school is Monday, June 12th. Without waiver last day would be Thursday, June 15th.

SVSU will be holding an education employment fair on Tuesday June 13th, 2017 at SVSU. Cost for a booth space would be \$150.00. Kondrat and Sigulinsky will attend this employment fair to represent CMA. Motion to approve: Dillon, Second: Seidel. 4 yes, 0 no. Approved.
7. Committee Reports: PTO. Seidel reported that he did receive a check for \$180.00 from Oleson's food store from submitted Oleson's receipts. Dillon reported that Terry and Liz Osterhout are now co-chairs for the CMA PTO. The Charlevoix Cinema is hosting a matinee afternoon on May 21st. All proceeds will go to CMA PTO.
8. Old Business:
 - Financial Administrative Review: Dillon reported on the Financial Administrative Review completed by Kroon and Dillon on March 31st, 2017.
 - Status of Loan Application: Kondrat reported the following the loan refinancing progress: Underwriting is currently in process and all data has been accumulated. The loan application will go before the 4Front loan committee meeting Wednesday, April 12th for pre-approval.

4Front will offer their results at the end of April 2017. Mr. Timmer from 4Front will be contacting Kondrat regarding these results.

Notice for Board Applications: Due beginning in July. Two board member seats will be up for renewal on 6/30/17. Notifications for board vacancies to be posted on social media and school newsletter. Recommendations for new board members to be agreed upon by current board members prior to 4/17/17.

9. New Business:

A. Financial Administrative Review: Discussion from board regarding upcoming quarterly report due June 30th.

B. Appointment of Local Agency Security Officer (LASO): Seidel appointed Leslie Herriman to be the local agency security officer for CMA. Motion to approve Seidel, second by Sigulinsky.

C. New Auditor: discussion. Seidel provided a letter from Hill, Schroderus & Co., LLP stating that they are discontinuing the school district audits in the future. Board discussed recommendations for future auditing companies. Seidel will pursue this and report during next scheduled board meeting. Audit must be completed by the end of September, beginning of October 2017. Motion to approve Seidel, second by Sigulinsky.

D. Board Member Training: Dillon and Earls will be attending a Board Member Training at SVSU May 13th from 10am – 1pm. Motion to approve Randall, second by Seidel.

10. Public Comments: None.

11. Adjournment: Motion to approve Seidel, second by Dillon.

Respectfully,



Christine Dillon
Board Secretary