

Marshall Academy Board of Directors
Regular Meeting
December 10th, 2015 6:00 P.M.
Proposed Minutes

Approved

I. Meeting Call to Order

Called to order at 6:05 P.M.

II. Roll Call

Present: Dave Twiss, Mary Kempinski, Heather Weberling, Laura Koziarski and Paul Spotts.
Excused: Patti Cornwell

Also Present: Frank Patterson, Brent Swan, Leslie Katz

Public: Kristen McDowell, Deb Palmer, Kristy Husted, Tommy Lowe, Mary Doane, Cyd Deane, Susan Twiss

III. Public Comment

None

IV. Approval of Consent Calendar

Motion made by Kempinski supported by Koziarski that the Consent Calendar including the November 12th, 2015 Regular Meeting Minutes, and the December 10th, 2015 Regular Board Meeting Agenda be approved. Motion passed unanimously.

V. Correspondence

Board members were to receive their reappointment letters.

VI. Treasurer's Report

A. Approval of November Financial Report

- Student count was certified November 11th. However, State pulled numbers November 4th for November payment. Will be a catch up in December to make up for the difference.
- Harley Dukes will be paid in December again (half a bill in November and December), as well as Midwest. Held off in November on Midwest because of the delay in State aid.
- Daily phone calls regarding unpaid bills; Mr. Patterson explains the delay in State aid.
- Did pay Darling, D&D, ABC Training, and staff reimbursements. Will send Marshall Firefighters, Kalamazoo RESA, and Carr Brothers & Sons next week when more checks arrive.
- Discussed letter from Daniel Webster, P.C..

The Board reviewed the November Financial Statement and the letter from Daniel Webster, P.C. regarding the Harley-Duke offer. It was moved by Spotts and supported by Kempinski that the treasurer's report be approved and the letter be accepted. The motion passed unanimously.

VII. New Business

A. Review of Volunteer Policy

1. Mr. Swan overviewed the current policy in place. Included discussion of FERPA and expectations of volunteers. Volunteer Data Record
2. FSU wanted a review of our policy and to make sure the background check requirement was clear.
 - Mr. Swan will check if I-chat is enough of a requirement for classroom volunteers or if fingerprinting is required.

- \$70/person to fingerprint. Will need a clear definition of “regular” volunteer.

VIII. Other Business

A. Update on Kitchen/Lunch Program

- Construction is behind the scenes so far.
 - Electrical has been put in. Some of the plumbing has also been completed. Working on getting materials donated. Pledge money for MAPA is coming in (over \$400 in pledges so far, Campbell Soup Label Points also cashed in for \$325). A family donated a stove and microwave (brand new).
 - Koziarski wants to make sure that those that donate are publicly thanked. Thank people now to inspire others to give.
 - Ralph Cunningham wanted to know the status of the sinks and stainless steel countertop and Health Department check.
 - What exactly needs to be done? Worried it may not be approved and then ready to go in January to feed students.
 - Mr. Swan given direction by Dave Twiss to communicate with the Health Department and make sure the school is ready to serve January 4th.
 - Menus for the month of January as well as status given to parents so they know come January what their payment expectations are.
 - 41% qualify for free or reduced currently. The rest of the student population can pay.
 - The percent eligible on April 1st can qualify the whole school for free and reduced lunch the next year. Then all students get free lunch. Students can still bring a bag lunch. Parents who still want to pay even if all students can receive free lunch can still pay and the money can go into a lunch fund to improve equipment.

IX. Business/Management Report

A. Headmaster

- Student Achievement
- Operations
 1. New teacher has started in 4th grade – Julie Nostran.
 - Has experience from the National Heritage Academy Schools in Kalamazoo, mostly in 4th grade. Recently moved to Marshall.
 2. Integrated Learning Approach
 - Laura Koziarski brought the idea to Mr. Swan in the middle of last year.
 - Benefits students with executive functioning issues, Autism, Aspergers, etc. However, there are components that every student can benefit from. The approach could be implemented into each classroom to help all students.
 - I - represents teaching kids self-regulation, executive functioning, mastery of project management, and health and self-awareness.
 - We – belonging, communication, social connection, emotional sharing, teamwork, community sharing, and justice.
 - The school could be a leader in the community with this program and this could make the school stand out.
 - Laura Koziarski says Marshall Academy is the perfect environment for it. There are small classes, teacher involvement, small setting. Her son went through the program for four years, and it has transformed his life and future. The program is about reaching potential; these issues have to be addressed with these students for

them to be successful.

- Not just for special needs, can be for ALL students. Roughly 12 students diagnosed on the spectrum.
- Twiss said the school is to prepare students for life, not just a GPA.
- Twiss also asked what training has to happen.
- Koziarski as the contact answered that they are looking at February to train teachers during PD. Summer program as well. 18 months of training from start to finish. Currently fundraising to get copyrighted curriculum and in-services for the teachers in February and the Spring. Will do grant applications for the remainder of the costs in the summer. The school can be a training site in the future once the school has it and charge people to train them.
- Need \$32,000 (20,000 for curriculum, 6,000 for conference, 6,000 for in-service) -- have \$7,200. \$5,000 coming from another source, another for \$6,000, BC Community Foundation is working with Kellogg Foundation for more, and can get grants this summer for more funds. \$87,000 for a year and a half. Will need to raise \$55,000 more over the summer.
- Program affects the culture and helps protect those that are different. Can also help with bullying.
- Staff has only briefly been made aware of this. Mr. Grenier would be the core instructor for direct instruction, but all staff will be trained in the system to implement elements in their classrooms. Recommended by the program to start in MS and HS then work down after that has been implemented. Curriculum is tailored to the school – each school is different.
- Spotts wants more information on the program if the school is going to implement it. If the program wants to grow as a business he wondered if they would discount the program to grow and get a training center in this location. Koziarski thinks that their response will be that the school can make money as a training site.
 - Emails available for questions to the company.

3. Bus driver

- Paul Spotts is driving the morning bus through to Christmas break.
- A woman has been hired. She will start Monday as a bus aide and once her training is complete she can start driving after the break.
- Also has hired a substitute bus driver as a back-up.

4. Student Count – 266 (4 students leaving Friday)

- Capacity is maybe 350
- Spotts wants to set a capacity for classroom size. Guidelines for when to stop adding students into a class. Wants a waiting list. Would rather that than a stressed teacher and students being pulled because of the full classrooms.

B. Midwest School Services

- Ralph Cunningham
 - Came in with the school insolvent, still looking at debt. Asking what is Marshall Academy's academic process? Conclusion he has come to is the school has gotten high marks and grades but why? Is it families that came here? Or is it something the school has intentionally done? Is there a system for education and a process? Wants data to look at and see where the students (particularly the new ones) are and monitor.
 - Mentor Program - A good school has a good teacher mentor program.
 - Curriculum – is there a plan for lesson plans, is there oversight, is there monitoring of teaching?

- Concerns about ISS and whether that is being implemented well and really working to improve culture.
- Twiss addressed the curriculum model after Hillsdale Academy with changes over the years that were Board approved.
- Swan addressed that the model of the school was based on PLCs and Data Teams. The school established an RTI model as a Focus School last year. Explained Tier 1, Tier 2, and Tier 3 interventions to close the achievement gap. Susan Mrcozkowski is mentoring elementary teachers to help implement systems and observe and give feedback to teachers. Documenting those observations and sharing with teachers. Want to get better at teacher mentoring. This summer a packet was compiled to go over with new teachers/hires in a separate orientation.

C. Ferris State University

X. Extended Public Comment

Cyd Deane – Parent of an 8th grade student. He has Aspergers and she is very interested in the Integrated Learning Approach. She has seen the change in another student and wants her student to have that change. They came here because of the class size, the teachers, and the environment. Really wants the Board to be serious about it and show support, wants the program very badly for her son. Is challenging others to donate – even just a dollar. Wants this program for her son, who is already successful academically, but needs those social skills and this program.

Tommy Lowe – Parent of 3 students (1 graduate, an 11th grade student, a 6th grade student). Wants to support the school at all times. He was sold on parental involvement to bring his students here. Concerned about changes taking place that are getting rid of parental involvement. He hears about discipline issues and is concerned that the school will change once that involvement is gone. What is MA's niche? Could it be band or the arts? Let that be the niche that brings in families.

Deb Palmer – Parent, in the school daily. She has seen a huge change in many of the new kids. She was concerned at the beginning of the year and worried about what happened. Now they are improved and polite. Has really seen changes in a lot of students and sees the MA culture impacting these students. Some of the students are still struggling, but has seen so much improvement.

XI. Board Comments

Twiss – Addressed Mr. Lowe's comments - it will be a challenge. He appreciates everybody's attempts to improve and work to keep MA strong.

Spotts – The Board knew there would have to be a balance. The learning environment needed to stay the same and promote learning. As a parent and coach he was very concerned in the beginning from past experiences with students. More respect is evident and they are growing. Thinks that growth and improvement will continue. Pray with him that parents will start becoming more involved.

Koziarski – The MA culture is really impacting the new students and this proposed program will continue to make improvements.

Twiss – No Child Left Behind is disappearing. Every Student Succeeds Act. There will be more State and less Federal control. Less standardized testing. Pressure to adopt Common Core is gone. Will allow schools to do their own thing. There's always darkness, but you want the light to overcome that darkness.

XII. Reconfirmation of Next Meeting Date: January 14th, 2016 at 6:00 P.M.

XIII. Adjournment

Moved by Kempinski supported by Koziarski to adjourn. Unanimous approval to adjourn.
Meeting adjourned at 7:57 PM.

Proposed minutes respectfully submitted,

Leslie Katz
Leslie Katz, recording secretary

Date: December 10th, 2015

Approved by the Board of Directors at its January 14th, 2016 meeting.

Board Secretary W. J. Lewis RL

Date: 1/14/16

