

Marshall Academy Board of Directors
Regular Meeting
April 13th, 2016 6:00P.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, Paul Spotts, and Laura Koziarski.
Excused: Patti Cornwell

Also Present: Frank Patterson, Ralph Cunningham, Don Haist, Brent Swan, Leslie Katz
Public: Kristen McDowell, Aaron Grenier, Cyd Deane, Carrie Knobloch

III. Public Comment

None

IV. Approval of Consent Calendar

Motion made by Kempinski supported by Koziarski that the Consent Calendar including the March 9th, 2016 Regular Meeting Minutes and the April 13th, 2016 Regular Board Meeting Agenda be approved. Motion passed unanimously.

V. Correspondence

VI. Treasurer's Report

A. March Financial Report and Third Quarter Financial Report

- Revenues and Expenditures for the 3rd quarter
 - Food Service
 - \$7,503 spent on food service.
 - Will break even or be income generating in 16-17 school year. This year will be close to breaking even (projected).
 - Everything is on pace within the budget to make it to the end of the school year.
 - Still expecting payments from ISD, but money is owed to them so that will balance out. Special Ed Personnel paid 85% from ISD.
 - Were at 262 now 256, pretty steady, nothing drastic throughout the year.
 - Funding is based on 90% of October count, 10% of February count from previous year. There is proposal currently by Governor to change to 50/50.
 - Government also wants to increase each student by \$120 for per pupil funding (\$7,300 now).
 - Overage in 3rd grade. A Binda Foundation grant was awarded, but the school has to spend the money then get reimbursed in May.
 - End of December the school owed close to \$100,000, now at \$41,000. In 3 months the school has paid \$60,000.
 - Title I is high, spending more money than we anticipated spending. Three Title I aides. Looks like it's going in the red, but it's not.

The Board reviewed the March Financial Statement and 3rd Quarter Financial Statement. It was moved by Koziarski and supported by Kempinski that the treasurer's report be approved. The motion passed unanimously.

VII. New Business

A. Engagement letter from Darnell & Meyering for 15-16 financial audit

- Audit cost is \$7,900. Was \$9,850 last year. \$3,000 for a single audit. Single

audit is if a school spends over \$750,000 of federal money. That will not be necessary. Audit will begin in June, July will check payroll and Title I, will look over mortgages and loans. Will present to Board in August. Audit due in November.

- President Twiss accepted the letter and will sign it.
- B. Stipend for Mr. Grenier to cover work with ILA
 - Recommendation was for \$3,000 by Mr. Swan. Money has been raised by Koziarski for ILA to cover the expense. Now the Board would have to allocate those funds to cover the stipend.
 - Mr. Patterson said the \$3,000 would cover taxes, FICA, etc.
 - Balance in ILA is \$3,300 currently. Would cover the stipend now.
 - Update give on ILA (see School Operations under Item IX).

It was moved by Koziarski and supported by Weberling that a stipend of \$3,300 be granted. The motion passed unanimously.

C. NWEA Reports

- Achievement and growth from fall to winter test.
 - Percentile represents where students fell in comparison to other schools.
 - 10th and 6th grade strong (70thile range) in math.
 - 1st grade is a concern. Putting resources there (Title I aide and volunteer grandmother). Behavior is starting to improve and there is progress.
 - May need to work on computer literacy in order to improve test taking skills.
 - However, growth of students was higher than other 1st grade classes.
 - Strengths in reading for 2nd, 4th, 7th, 8th, and 10th grade.
 - Achievement for FSU – how many students over 50thile, then Growth is important. M-Step will be used for achievement (next year, not this year). MAP will be the Growth measurement for FSU this year. FSU wants growth at 50%.
 - Mr. Swan has met with most of the elementary teachers to go over data per classroom to see where improvement needs to occur.
 - Can change quickly in small class sizes.

D. 5th Grade Curriculum Request – Josh DeJong

- Believe the 5th grade curriculum already includes *Johnny Tremain*. Kempinski believes the book is already approved.

It was moved by Spotts and supported by Kempinski that if *Johnny Tremain* is not already in the curriculum it be approved for this year. The motion passed unanimously.

E. Form a committee to review curriculum this summer

- Mary Kempinski, Chaired by Leslie. Katz, Marcine McCarthy, ask Susan Mroczkowski, ask Karma Pritchard, ask Chris Brundage (former Board member).
- Should be an ongoing committee.
- Bring a list to May meeting of those who accepted.

F. Meet and Greet of Potential Board Members

- Cyd Deane
 - Has an 8th grade student; lives in Battle Creek. Chose MA because their son has Aspergers and wanted a small sized school. Likes the basic education and is happy here. Wants to keep the school a great school and bring more students here but concerned about size of school and keeping it small. Loves the rules and wants to stick to those rules. Background in graphic design (30 years); went to Ball

State University. Works part-time for United Way. Involved with MAPA for four years.

- Carrie Knobloch
 - New to Marshall (3rd grade, KG, 3 year old) from Grand Rapids. Philosophy is she wants kids in a school where they won't get lost in the crowd. Interests and capabilities of kids will be known on a day-to-day basis. More potential for that here. Focus on values and conservative approach to education was a draw here. She'd love to be able to serve and help the school continue to grow. Distressed that there are mixed feelings and misinformation in the community. Wants to improve that image in Marshall. Wants the school regarded as a premier institution that people are trying to get their kids into. Would either serve on the board or in committees. Background is 20 years in health industry; husband is a physician. Experience with budgeting and leadership. Committed to going all the way through with her kids to graduation.
- Appointments would be approved in October; can be on board in November.
- President Twiss encouraged both to stay involved and attend meetings, fill out paperwork.

VIII. Other Business

IX. Business/Management Report

A. Headmaster

- Student Achievement
 - Testing week
 - SAT 11th grade, PSAT 8/9, PSAT 10
 - M-Step began as well with 8th and 5th grade
 - Testing will progress until end of May (M-Step and MAP)
 - Spring Briefing for FSU May 18th – encouraged board members to attend
- Operations
 - Student Count – 256 (was 262 in Fall)
 - Two KG round-ups
 - Approximately 20 families
 - Enrolled 13 (only 3 siblings, rest are new)
- ILA
 - Fundraising
 - Matching funds coming in \$1,000. \$3,000 - 4,000 from Women of Impact in Marshall. \$9,000 from Kellogg Foundation Discretionary funds (one to two weeks), WMU grant on the 18th for \$4,000 (possible), \$9,000 from Marshall Community Foundation pending.
 - Progress Report from Mr. Grenier
 - Hour and 15 minute phone call with Dr. Sarahan to discuss and get ideas. Continued support.
 - Student buy-in is positive. They have been engaged and open-minded. All students have picked out 4 areas. Given a list of possibilities then the students chose from that list (coaching moments to set goals). Student ambassadors coming in to help students in the program. Those students are learning to be mentors, while the students in the program work on social skills. Reflection sheets for students at the end of the class period. Parents volunteers also helping with written reflections. Students working on ideas for school projects (quiz bowl

tournament at MA, tentatively a garden project). Taking on projects is a challenge with students with these deficits, but it's a good way to work on building skills. Students took a survey from University of Philadelphia. Asked for preferences and how to react to situational events. At the end it gives top 24 strengths. Link will be sent to the Board.

- Parent buy-in is also positive. Some parents he has not heard from, still reaching out more. Weekly parent feedback sent out. Half of update is broad, class update, some is individualized. Out of 11 students, half are not responding necessarily. Mr. Grenier's goal is to increase parental involvement and hopefully the training in April will help with that. Getting reflection sheets signed daily could help.
- Training planned for April with staff and parents.
- Mr. Swan has been sharing with the student body at opening ceremony on Mondays 2 areas of the MAP to focus on. This week flexible thinking and social intelligence were the focus.
- Will be getting a report, data driven, to rate students' executive functioning skills.
- Room for Improvement
 - Finding best way to utilize student ambassadors.
 - Parent involvement could be higher.
 - Working on coaching moments. Trying to find the time to pull students to have individual time (suggestion from Dr. Sarahan was in pairs).
 - How to empower ILA students to share their experience with other students and peers.
 - Have other students take the Pennsylvania test; best for the fall.

B. Midwest School Services

- Budget Meeting Discussion Share
 - Will be able to reinstate the 5% staff gave up for the 16-17 school year. Would like to increase that even more after student count in October if possible.
 - Spotts wants to make sure the school gets out from their debt. Ralph Cunningham agrees and sees the improvement.
 - Operations side of expenses are under control. Next focus is student achievement and behavior management.

C. Ferris State University

- Don Haist presented board members with packets (1 year old) of Academic Performance Report. Scantron showed improvement in Reading and Math within the Cohort. MA is outperforming resident districts and State average in ELA, Math, and Social Studies. MA is ranked 3rd among FSU schools in Reading, 1st among FSU schools in Math. MA ACT Composite is highest of FSU schools, just below the State average.

X. Extended Public Comment

- Teacher turnover is a concern for Carrie Knobloch in building the school. Need to recruit and retain top-notch teachers.
- Mr. Grenier thanked the board for their support of the new program, the committee's work, and approving the stipend.
- Cyd Deane thanked Mr. Grenier for taking on ILA.
- Stephanie Kimball – parent and 4th grade aide present.

XI. Board Comments

- Koziarski reiterated that Mr. Grenier is doing a fabulous job. Has seen progress in her son already. She is encouraged.
- Twiss commented that the school musical by Mr. Knoch was fantastic. Really wanted to thank the teachers who were involved, Mr. deJong and Mr. Knoch, any others as well, and the parents who put themselves out there to help. Thanks to the students who helped backstage as well. The play as always has a great moral and mentioned that Mr. Knoch is a treasure to the school.
- Weberling asked if kitchen was approved. Calhoun Health Department approved the plan, now the work just has to be done.

XII. Reconfirmation of Next Meeting Date: May 11th, 2016 at 6:00 P.M.
 Will need a quorum call Monday before the meeting.
 Moved by Spotts and supported by Koziarski

XIII. Adjournment

Moved by Kempinski supported by Spotts to adjourn. Unanimous approval to adjourn. Meeting adjourned at 8:05 PM

Proposed minutes respectfully submitted,

Leslie Katz
 Leslie Katz, recording secretary

Date: April 13th, 2016

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

Board Secretary

[Signature]

Date: 5/13/2016

