

**APPROVED**

Marshall Academy Board of Directors  
Regular Meeting Minutes  
March 14, 2013 6:00 p.m.



I. Oath of Office

John Swett and Steve Anderson each took the Oath of Office to serve as a member of the Marshall Academy Board. The oath was witnessed by Kelly Inch.

II. Call to Order

The meeting was called to order at 6:00 p.m., at 18203 Homer Rd., Marshall, Mi

III. Roll Call

Present: Steve Anderson, Patti Cornwell, Mary Kempinski, John Swett

Excused: Brenda Howrey, David Twiss

Also Present: Brent Swan, Jim Ridders, Kate Witucki, Michael Williamson, Kelly Inch, and Mary Stage

IV. Public Comment

None

V. Approval of Consent Calendar

It was moved by Cornwell, supported by Kempinski, that the Consent Calendar, including the March 14, 2013 Meeting Agenda; and the February 14, 2013 Regular Meeting Minutes be approved. The motion carried without dissent.

VI. Correspondence

A. Correspondence – Ferris State University (FSU)

A letter regarding successful completion of the spring audit of personnel was presented. The audit was performed by Quality Performance Resource Group pursuant to a contract from FSU. The audit confirmed that the academy staff is certificated and highly qualified.

The communications were received and placed on file.

VII. Treasurer's Report

A. Approval of Financial Report

The Board reviewed the monthly financial report. Questions regarding the report were addressed by representatives of MJ Management.

It was moved by Kempinski and supported by Cornwell, that the monthly financial report be approved. The motion passed unanimously.

VIII. New Business

A. Best Practice Incentive

Headmaster Swan reviewed the best Practices Incentive requirements with the board. It was moved by Anderson, and supported by Cornwell, that the Best Practices Incentive Resolution be adopted.

A roll call vote was taken:

Anderson – Yea, Cornwell – Yea, Kempinski – Yea, Swett – Yea

The resolution was adopted.

IX. Other Business

None

IX. Business/Management Report

A. Headmaster.

1. Student Achievement/Academic Improvement

Headmaster Swan reported on the academy's Scantron Goals and progress being made toward those goals. A ranking of schools on Michigan Education Assessment Results was provided to the board.

2. Operations

The headmaster updated the Board regard proposals to repair the roof and flashings to prevent a leak in the building. Necessary repairs will be undertaken. For longer term issues the headmaster continues to work with the academy legal counsel.

B. MJ Management.

Kate Witucki gave a brief update on staff changes at the academy.

C. FSU Representative

Dr. Ridders commented briefly. The FSU Spring Briefing will take place on April 25th in Detroit.

X. Extended Public Comment

None

XI. Board Comments

Questions were asked about marketing efforts undertaken so far this year. Headmaster Swan gave a brief report regarding the kindergarten round-up, open enrollment, and other marketing initiatives.

XII. Reconfirmation of Next Meeting Date

Next meeting will be April 11th, 2013 at 6:00 p.m.

XIII. Adjournment

Motion made by Cornwell supported by Anderson, that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 6:58 p.m.

**Proposed minutes respectfully submitted,**



Michael Williamson, recording secretary

Date: March 14, 2013

Approved by the Board of Directors at its April 11, 2013 meeting

Board Secretary Doris E. Steiner RPL 4-11-13