



Concord Academy Boyne

Board of Directors Annual Meeting Minutes October 19, 2006

Meeting held at the School Building, below.

A. Meeting called to order by Sam Kosc at 7:05 p.m.

Present: Vicki Farrell, Sam Kosc, Kendra Landry, Cindy Banner.

Absent: Kristine Stokes, Russ Hager.

Others in Attendance: Lee Robinson, LSSU.

B. Approval of Minutes. Vicki Farrell moved, Kendra Landry seconded, CARRIED, 4-0, to approve Minutes of Regular Meeting 9/18/06, as submitted.

C. Approval of Agenda. Kendra Landry moved, Cindy Banner seconded, CARRIED, 4-0, to approve Agenda, as submitted.

D. Treasurer's Report.

1. September 2006 Financial Statements. Vicki Farrell moved, Kendra Landry seconded, CARRIED, 4-0, to approve September 2006 Financial Statements, as submitted.

E. Administrator's Report & Recommendations.

1. Mr. K apologized for meeting on Thursday due to his teaching at NCMC.
2. Keaton Matelski was born this month; mom & baby are well. Cinda Shumaker is teaching 2nd grade while Mrs. Matelski is on maternity leave. 3 teachers are still pregnant.
3. Mrs. Mitchell took a job in Pellston. We had 48 applicants for her position. Mr. K interviewed 8. Carol Wells is our new school secretary.
4. We have been receiving good feedback [e-mails] from recent graduates about how well prepared they are for college.
5. SRSA Grant for 2006/07 was used for merit pay bonuses.
6. We bought gifts of appreciation for CharEm frontline staff who have been extra helpful to us this year. These relationships are very good right now.
7. Our relationship with LSSU is also very good. The university is very helpful. Dual-enrollment goes well. Dr. Harger visited us recently just to keep in touch.
8. Enrollment is currently 204, YEAH!
9. New staff members seem to be doing well.
10. With recent violence in schools, the sheriff is regularly visiting schools to be more visible. We will be doing 2 lock-down drills this year for safety.
11. The Parent Teacher Partnership is up & running, and looking at several initiatives.

F. LSSU Charter Schools Office Report. Lee Robinson was in attendance.

1. Lee visited today. School is going well, our building is in fine shape, enrollment is up, our financial picture is improving. Keep up the good work!
2. What we have at CAB is special. Lee travels the state and sees very few like us.

G. Correspondence. None.

H. Public Comment. None present.

I. Unfinished Business. None.

J. New Business.

1. 2005/06 Annual Education Report, presented by Mr. Cole. Cindy Banner moved, Kendra Landry seconded, CARRIED, 4-0, to accept Annual Education Report, as presented.
2. Calendar of Regular Board Meetings: November 1, 2006 to October 30, 2007. Cindy Banner



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moved, Vicki Farrell seconded, CARRIED, 4-0, to hold the regular Board meetings on the third Monday each month, at 7:00 p.m. at the school, for the period 1/1/07 to 10/30/07, and to meet on November 30 at 7:00 p.m. at the school.

3. Election of Officers. Vicki Farrell moved, Cindy Banner seconded, CARRIED, 4-0, to approve the following slate of officers for the period 11/1/06 to 10/30/07:

- a. President – Sam Kosc
- b. Vice President – Vicki Farrell
- c. Treasurer – Kendra Landry
- d. Secretary – Cindy Banner

4. Appointment of FOIA Coordinator for 2006/07. Kendra Landry moved, Vicki Farrell seconded, CARRIED, 4-0, to appoint Barry Cole, as the school's FOIA Coordinator.

5. Appointment of Title II, Title VI, and Title IX Coordinator for 2006/07. Vicki Farrell moved, Cindy Banner seconded, CARRIED, 4-0, to appoint Barry Cole as the above coordinators for the school.

6. Appointment of Legal Counsel for 2006/07. Kendra Landry moved, Cindy Banner seconded, CARRIED, 4-0, to appoint Klevorn & Klevorn as the school's Legal Counsel.

7. Appointment of Auditor for 2006/07. Cindy Banner moved, Vicki Farrell seconded, CARRIED, 4-0, to appoint Smolinski & Christman as the school's Auditor.

8. Appointment of person & location for posting of meeting notices. Kendra Landry moved, Vicki Farrell seconded, CARRIED, 4-0, to appoint Barry Cole, Assistant Administrator, to post meeting notices on the school foyer bulletin board.

9. Designation of repository for Academy funds. Vicki Farrell moved, Cindy Banner seconded, CARRIED, 4-0, to designate JP Morgan Chase Bank as repository for Academy funds.

10. Affirmation of check signing authority limits. Cindy Banner moved, Kendra Landry seconded, CARRIED, 4-0, to affirm these Check Signing Authority limits:

<u>Amount</u>	<u>Signatures Required</u>
0 to \$500	Administrator or Secretary or Business Manager
\$500 to \$1,000	Administrator or Secretary, plus Business Manager
\$1,000 to \$25,000	Administrator or Secretary or Business Manager, plus Board Member
\$25,000 or over	Board Approval Required

11. Designation of Personnel authorized to make contracts with service providers. Vicki Farrell moved, Cindy Banner seconded, CARRIED, 4-0, to authorize Barry Cole, Assistant Administrator, to make contracts with service providers.

12. Appointment of Chief Administrative Officer for 2006/07. Vicki Farrell moved, Cindy Banner seconded, CARRIED, 4-0, to appoint Barry Cole as Chief Administrative Officer for 2006/07.

13. Adoption Resolution for Board Policies Manual. Cindy Banner moved, Kendra Landry seconded, CARRIED, 4-0, to adopt Resolution, as attached.

14. Board Nominations. Cindy Banner moved, Sam Kosc seconded, CARRIED, 4-0, to nominate Kendra Landry and Veronica Farrell to fill their own expiring terms, effective 10/1/2007.

15. Staff Responsibilities and Organization Chart. Cindy Banner moved, Vicki Farrell seconded, CARRIED, 4-0, to approve the attached Staff Responsibilities and Organization Chart, effective 9/1/2006.

16. Division of Labor for Administrator Review. Kendra Landry moved, Cindy Banner seconded, CARRIED, 4-0, to hold the Administrator's Review on November 30, 2006 at 7:00 p.m. Mr. Cole will prepare an evaluation form as directed, and each Board member will interview 2 teachers about the Administrator's performance.

K. Extended Public Comment. None present.

L. Other Business. None.

M. Adjournment of Meeting. Kendra Landry moved, Cindy Banner seconded, CARRIED, 4-0, to adjourn meeting at 8:24 p.m.

Respectfully submitted,
Cindy Banner, Secretary

Signed: _____