



Mid-Michigan Leadership Academy

MID-MICHIGAN LEADERSHIP ACADEMY BOARD OF DIRECTORS – MEETING

Date: April 8, 2019
 Time: 6:00 p.m.
 Location: Mid-Michigan Leadership Academy
 730 W. Maple St.
 Lansing, Michigan 48906

Mission Statement

The mission of the Mid-Michigan Leadership Academy (MMLA) is to be a provider of top-quality education to a highly diverse student body. MMLA will prepare all students for success in college, equip them with the ability and desire for lifelong learning, and strengthen their civic, ethical, and moral values. MMLA will maintain high standards of efficiency and accountability throughout its operation.

AGENDA

Call to Order: 6:03 PM

I. Roll Call	Present	Absent
Robert Macomber (RM)	X	
Versey Williams (VW)	X	
Nettavia Curry (NC)		X
Leigh Faith (LF)	X	
Nick Benavides (NB)	X	

II. Approval of Minutes

a. Approval of Board Meeting Minutes held on March 18, 2019

RM asks BOD to review. LF moves to accept as presented. No discussion.

Motion Moved: LF Motion Seconded: NB Vote: 4 Ayes 0 Nays passed

III. Approval of Agenda (if items are added, they should be included under Other Business, after Unfinished Business)

RM asks BOD to review. No additions, no changes. VW accept as presented. No discussion.

Motion Moved: VW Motion Seconded: NB Vote: 4 Ayes 0 Nays passed

IV. Administrator Report(s)

a. Financial Updates: March 2019 Reports B. Hills, IISD

BH reviews monthly financials. Light payables month, only non-routine item was a Shaw-Winkler invoice. No questions.

b. Educational Provider's Report T. Tenneriello, School Director

Tim Tenneriello (TT) reviews written EPR. Highlights included Reading month staff pies, students read 81,000 minutes and pied willing staff members 81 times. Olivett College came to campus for their Spring day of service. Testing begins tomorrow with 8th grade taking the PSAT. Elvin Caldwell (EC) asks board to attend the clothing closet gala fundraiser for the MMLA clothing closet.

c. HR Quarterly Update A. Zastrow, Partner Solutions

Amy Zastro (AZ) reviews quarterly report highlighting the employee handbook update from January. Health Ins rates will be out soon, we're suggesting our schools budget for a 10% increase. MMLA is currently fully staffed. Michigan paid medical leave act – we are in full compliance with the new law. Coming out soon will be the annual feedback on the administrator evaluation for the BOD to complete – please look for that coming out soon.

AZ reviews HR Analysis, suggests adding Short Term Disability, Increase in Salaries, and/or increase in 401k contribution, removing wait to enroll and adding a vesting schedule. MMLA's starting salaries are comparable to other Michigan Schools, however after 4+ yrs employment they are less competitive. TT will look at putting the Mich Defined Cont Plan into our 1920 budget and see if that fits.

V. ~~Committee Report(s)~~

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VI. New Business

a. Resolution: 2018-19 Budget Revision I

BH presents budget revision to BOD noting more changes will come in June but this is more accurate to how we're operating. Although deficit operating budget MMLA has a healthy fund balance. VW motion to approve as presented to BOD.

Motion Moved: LF Motion Seconded: NB Vote: 4 Ayes 0 Nays *passed*

b. Budgeted Student Count 2019-20

TT presents budgeted student count, with how the numbers come out we would be looking to enroll about 100 new students with an enrollment of 275, with 50 being incoming kindergarteners. JT mentions populations are down overall, may want to be more conservation with kindergarten. LF makes motion to approve budgeted enrollment for the 19-20 school year at 250 students.

Motion Moved: LF Motion Seconded: VW Vote: 4 Ayes 0 Nays *passed*

c. School Calendar 2019-20

VW – does this align with CSP? TT – CSP allows these decisions at the school level. We have put in PD days for the CSP Annual conference in November so our entire staff can attend. The winter and spring breaks align with the Ingham ISD common calendar. We're moving towards a balanced calendar adding in an early fall break. VW motion to approve as presented with first day of school on Aug. 19.

Motion Moved: VW Motion Seconded: NB Vote: 4 Ayes 0 Nays *passed*

d. Transition Expenses/Out-of-Budget Requests

TT there will be potential expenses coming up that are out-of-budget to aide in the transition on July 1. These may include website design, marketing, curriculum resources, and other materials, software, and resources to help for a smooth transition. We will make RM aware and get approval as needed, the BOD will be updated at meetings and see these expenses reflected in the Final Budget Revision.

e. Admin Structure 2019-20

TT – we need to decide what we'd like the admin structure of MMLA to look like moving forward. VW – CSP suggestion? TT – other CSP k-8 schools similar in size typically have a lead and assistant. LF – would we be able to review options in an organizational flow chart – with hierarchy, positions, and short job descriptions? TT – I will compile some options for the next meeting.

VII. CMU Discussions *J. Trout*

Transitions ahead: the personnel is complete, are we looking at curriculum development? TT – Sara Fields from CSP is ready to dive in with us on curriculum as soon as things are official. LF – will board be involved in these decisions? TT – certainly if any board member wants to be. April 25 – Lansing Board Development session, June 25 & 27 the Annual Academic Report presentations in Grand Rapid and Novi, look for registration information in your email. Glad to have budget revision done. BOD look at key indicators on CMU website for those who attended the finance conference.

~~VIII. Public Comment (reserved for agenda items only)~~

IX. Unfinished Business

a. Education Service Providers RFI

RM- attorney wants to add clarifying language, nothing alarming. VW final %? RM 10% of State Aide. JT contract length will run consistent with CMU contract. TT – the IISD is willing to release us early from their contracted services; transitioning after the financial audit of the current year and then being available on an hourly contract as needed.

i. Action: Contract

NB motion to have RM finalize contract negotiations and submit to CMU

Motion Moved: NB Motion Seconded: LF Vote: 4 Ayes 0 Nays *passed*

~~X. Extended Public Comment (limited to 3 minutes per person on any item/matter not listed on the agenda)~~

XI. Adjournment: 7:28 PM

Motion Moved: VW Motion Seconded: NB Vote: 4 Ayes 0 Nays *passed*

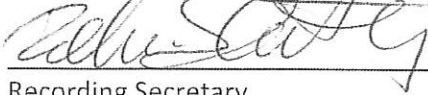


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MINUTES CERTIFICATION

Minutes from April 8, 2019 Board Meeting to be approved on May 13, 2019.

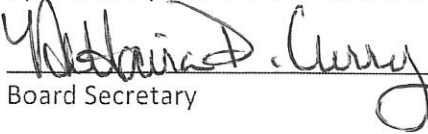
Proposed minutes respectfully submitted



Recording Secretary

4/17/2019
Date

Approved by the Board of Directors



Board Secretary

5/13/2019
Date