

*Wellspring Preparatory High School
Board Meeting Minutes
Wednesday, May 13, 2015 at 7:30 am*

Meeting held at:

Wellspring Preparatory High School
1031 Page St NE
Grand Rapids, MI 49505

BOARD OF DIRECTORS	PRESENT	UNABLE TO ATTEND
Janice Hidalgo – Secretary-Treasurer	X	
Juan Olivarez – Vice President	X	
Pat Sandro – President	X	
Sheryl Siegel - Director	X	
Fred Slade - Director	X	

Non-Board Members Attending:

- 1) Les Albert – Field Representative, BMCC
- 2) Dave Angerer – Director of Educational Services, PrepNet
- 3) Jessica Knoth – Principal, Wellspring Prep
- 4) Mark Lemoine – Guest
- 5) Sean McAnally – Board Relations, PrepNet
- 6) Lindsay Meirow – Science Teacher, Wellspring Prep

1. CALL TO ORDER

Mr. Sandro called the meeting to order at 7:30 a.m.

2. ROLL CALL

Roll call was taken and introductions were made. Mr. Lemoine introduced himself as having an interest in serving on the Board should a vacancy arise. Mr. Sandro shared with the Board that he recently toured the school with Mr. Lemoine and Ms. Knoth and looks forward to getting to know him better.

3. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

4. MANAGEMENT REPORTS

a. School Leadership Report

Ms. Knoth introduced Ms. Meirow, a science teacher at Wellspring Prep. Ms. Meirow shared about the classes she leads, including AP Biology and AP Chemistry, and answered questions from the Board. She also spoke about Third 90 as the faculty sponsor for the program. The Board thanked Ms. Meirow for sharing.

Ms. Knoth and Mr. Angerer responded to questions from the Board about her school leadership report, specifically on M-STEP testing and the *Washington Post* rankings of “America’s Most Challenging High Schools”.

a. 2015-16 School Improvement Plan Goals

Ms. Knoth presented the draft 2015-16 School Improvement Plan goals, objectives, and activities. The Board discussed the proposed targets in the objectives and the several activities and initiatives proposed by Ms. Knoth to continue/expand and introduce for 2015-16 as a result of ongoing data analysis and feedback by the school leadership team. Ms. Knoth thanked the Board for their input on the process.

b. Board Fund Report

The Board reviewed the Board Fund Report for activity through April.

5. COMMENTS BY AUTHORIZER

Mr. Albert encouraged the Board and the school to keep up the good work.

6. DISCUSSION ITEMS

a. 3rd Quarter Financial Statements

The Board reviewed the 3rd quarter financial statements. Ms. Knoth and Mr. McAnally responded to questions from the Board about specific line items.

b. 3rd Quarter Invoices

The Board reviewed the 3rd quarter invoices.

c. 2015-16 Parent and Student Handbook

The Board reviewed and discussed the proposed edits to the 2014-15 Parent and Student Handbook. In discussion, the Board asked PrepNet to revise the Board meetings calendar in the Handbook to reflect the October meeting date as October 14.

d. 2014-15 Final Amended Budget

The Board reviewed and discussed the 2014-15 final amended budget.

e. 2015-16 Compliance with the Children’s Internet Protection Act (CIPA)

The Board reviewed and discussed the 2015-16 CIPA compliance assurance form.

f. 2015-16 MHSAA Membership Resolution

The Board reviewed and discussed the 2015-16 MHSAA membership resolution.

g. Revision to Matriculation Agreement

The Board reviewed the proposed revision to the previously-approved matriculation agreement with Ridge Park Charter Academy. Mr. McAnally explained the necessity for the revision due to the sending school’s authorizer requirements for such agreements.

7. ANNUAL MEETING ACTION ITEMS

a. Approval of Election of Officers

The Board discussed the composition of the Board Officers. A motion was made by Ms. Hidalgo and supported by Dr. Olivarez to approve the 2015-16 Board Officers comprised of:

- President – Pat Sandro
- Vice President – Sheryl Siegel
- Treasurer – Fred Slade
- Secretary – Janice Hidalgo

The motion was approved unanimously.

b. Approval of the Board Organizational Meeting Resolution

A motion was made by Ms. Hidalgo and supported by Ms. Siegel to approve the Board Organizational Meeting Resolution with the following appointments:

- The Board Treasurer as the Chief Administrative Officer (CAO) and the PrepNet Chief Financial Officer as the agent of the CAO.
- The PrepNet Board Representative as the Freedom of Information Act (FOIA) Officer.
- Clark Hill as Board legal counsel.
- Jason Pater (PrepNet) as the AHERA Contact.
- The Principal as the Title VI, Title IX, and Section 504 Coordinator.

The motion was approved unanimously.

8. BUDGET HEARING

a. CAO Open the Budget Hearing

A motion was made by Dr. Olivarez and supported by Ms. Hidalgo to suspend the regular Board meeting. The motion was approved unanimously.

The CAO called the Budget Hearing to order at 8:34 a.m.

b. 2015-16 Preliminary Budget Discussion

The Board reviewed and discussed the 2015-16 preliminary budget. Mr. McAnally answered a question from the Board about a line item.

c. Public Comment on 2015-16 Preliminary Budget

There was no public comment on the 2015-16 preliminary budget.

d. Close the Budget Hearing

The CAO adjourned the Budget Hearing at 8:37 a.m.

A motion was made by Dr. Olivarez and supported by Ms. Hidalgo to resume the regular Board meeting. The motion was approved unanimously.

9. ACTION ITEMS

- a. Approval of the April 1, 2015 Board Meeting Minutes
A motion was made by Ms. Siegel and supported by Ms. Hidalgo to approve the April 1, 2015 Board meeting minutes as presented. The motion was approved unanimously.
- b. Approval of the 2015-16 Parent and Student Handbook
A motion was made by Ms. Hidalgo and supported by Mr. Slade to approve the 2015-16 Parent and Student Handbook as modified to correct the October Board meeting date to October 14th. The motion was approved unanimously.
- c. Approval of the 2014-15 Final Amended and 2015-16 Preliminary Budget
A motion was made by Ms. Hidalgo and supported by Ms. Siegel to approve the 2014-15 final amended budget and 2015-16 preliminary budget as presented. The motion was approved unanimously.
- d. Approval of the 2015-16 Compliance with Children's Internet Protection Act (CIPA)
A motion was made by Dr. Olivarez and supported by Ms. Siegel to approve the 2015-16 compliance with Children's Internet Protection Act (CIPA) assurance form. The motion was approved unanimously.
- e. Approval of the 2015-16 MHSAA Membership Resolution
A motion was made by Ms. Hidalgo and supported by Mr. Slade to approve the 2015-16 MHSAA Membership Resolution as presented. The motion was approved unanimously.
- f. Approval of the Revised Matriculation Agreement with Ridge Park Charter Academy
A motion was made by Ms. Siegel and supported by Ms. Hidalgo to approve the revision to the matriculation agreement with Ridge Park Charter Academy as presented. The motion was approved unanimously.

10. BOARD COMMENTS

The Board thanked Dr. Olivarez for his integral role in founding Wellspring Prep and his dedicated service on the Board over the past five years. Dr. Olivarez expressed that it was his pleasure and honor to serve, and that he was continually impressed with the development and growth of the administration and faculty in serving students well.

Mr. Sandro thanked the Board and school leadership team for another great school year, and in particular appreciated the seamless leadership transition that took place.

11. PUBLIC COMMENT ON NON-AGENDA ITEMS

No public comments on non-agenda items were given.

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12. ADJOURNMENT

The meeting was adjourned at 8:50 a.m.


Officer of the Board Signature