

*Wellspring Preparatory High School  
Board Meeting Minutes  
Wednesday, May 9, 2018 at 7:30 am*

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Meeting held at:

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

BOARD OF DIRECTORS	PRESENT	UNABLE TO ATTEND
Joseph Gavan – Director	X	
Janice Hidalgo – Secretary	X	
Mark Lemoine – Vice President	X	
Sheryl Siegel – President	X	
Josh Lunger – Treasurer	X	

Non-Board Members Attending:

- 1) Sean McAnally – Board Representative, PrepNet
- 2) Dave Angerer – Director of Educational Services, PrepNet
- 3) Tim Morris – Field Representative, BMCC
- 4) Emily Hurrell – Principal, Wellspring Prep
- 5) Laura Kaleefey – Controller, PrepNet
- 6) Joseph Urban – Board Legal Counsel, Clark-Hill (by phone)
- 7) Cindy Pointe – Parent
- 8) Dr. Aric Smith – Parent
- 9) Brian Sullivan - Parent
- 10) Tami Van Til – Parent

1. CALL TO ORDER

Ms. Siegel called the meeting to order at 7:30 a.m.

2. ROLL CALL AND BOARD APPROVAL OF AGENDA

Roll call was taken.

A motion was made by Mr. Lemoine and supported by Mr. Lunger to approve the agenda as presented. The motion was approved unanimously.

3. PUBLIC COMMENT

Dr. Smith commented on the dress code and the prior meeting minutes.

4. MANAGEMENT REPORTS

Ms. Hurrell delivered the School Leadership Report and answered questions from the Board.

Mr. McAnally presented the latest update to the StudentTracker Report of Wellspring Prep student outcomes after high school graduation.

Ms. Hurrell reviewed the Board Fund Report.

Ms. Kaleefey presented the 3<sup>rd</sup> Quarter Financials and answered questions from the Board.

Ms. Kaleefey presented the 2017-18 Final Amended Budget, explaining the need for an annual end-of-year budget to comply with the Michigan Uniform Budget Act.

Mr. Urban checked in by phone, reviewing the year and offering his support at any time. Ms. Hurrell spoke about the support Mr. Urban and his team provides to the School Leadership Team.

5. COMMENTS BY AUTHORIZER

Mr. Morris reviewed the recent BMCC Charter Schools Office leadership and board training held in Novi on May 1.

6. BUDGET HEARING

a. CAO Open the Budget Hearing

A motion was made by Mr. Gavan and supported by Mr. Lunger to suspend the regular Board meeting and call the Budget Hearing to order. The motion was approved unanimously and the Budget Hearing was called to order at 8:05 a.m.

b. 2018-19 Preliminary Budget Discussion

Ms. Kaleefey and Mr. Lunger presented the 2018-19 Preliminary Budget; Ms. Kaleefey answered questions from the Board.

c. Public Comment on 2018-19 Preliminary Budget

There was no public comment on the 2018-19 Preliminary Budget.

d. Close the Budget Hearing

A motion was made by Mr. Lemoine and supported by Mr. Gavan to adjourn the Budget Hearing and resume the regular Board meeting. The motion was approved unanimously and the budget hearing adjourned at 8:17 a.m.

7. ANNUAL ORGANIZATIONAL MEETING

The Board discussed the annual designations and appointments, including a new slate of Board Officers in light of Mr. Lemoine not renewing his term on the Board.

A motion was made by Mr. Lemoine and supported by Ms. Hidalgo to approve the Annual Organizational Items Resolution:

- Board Officers comprised of Sheryl Siegel as President, Joe Gavan as Vice President, Josh Lunger as Treasurer, and Janice Hidalgo as Secretary;
- The Board Treasurer as the Chief Administrative Officer, and the Chief Financial Officer (CFO) of PrepNet as the agent of the CAO to assist the CAO in the performance of the CAO's duties under the Budgeting and Accounting Act;
- The Discipline Appeal Committee comprised of Janice Hidalgo and Joe Gavan;
- The PrepNet Board Representative as the Freedom of Information (FOIA) contact;
- Joseph Urban, Clark-Hill as the Board Legal Counsel;
- Jason Pater as the AHERA Contact; and
- The Principal as the Title IV, Title IX, and Section 504 Contact.

The motion was approved unanimously.

## 8. DISCUSSION ITEMS

### a. 2018-19 Parent and Student Handbook

The Board reviewed the proposed changes to the 2018-19 Parent and Student Handbook. A correction was made to the dress code as presented.

Mr. Angerer spoke in greater detail about changes to the attendance section in light of state and Kent ISD law and guidance on chronically absent and truant definitions.

Ms. Hurrell answered a question about the senior project.

### b. Board Vacancy

The Board Nomination Committee, comprised of Mr. Gavan and Ms. Hidalgo, provided an update on the search for a candidate for the upcoming Board vacancy.

Mr. Gavan stated inquiries would be accepted until June 1. He provided the Board Member Qualification Policy and the BMCC PSA Board Member Application to the Board and made the forms available to individuals interested in seeking nomination. The Committee intends to bring a candidate to the full Board at the June 13 meeting to stand for nomination. In follow-up to prior discussion on the topic, Mr. Gavan noted the Committee is not recommending to expanding the Board.

## 9. ACTION ITEMS

A motion was made by Mr. Lunger and supported by Ms. Hidalgo to:

- Approve the April 11, 2018 Board Meeting minutes as amended to include the members of the public in attendance;
- Approve the 2018-19 Parent and Student Handbook with a correction to the dress code section;

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- Approve the 2017-18 Michigan General Appropriations Act (2017-18 Amended Budget) as presented;
- Approve the 2018-19 Michigan General Appropriations Act (2018-19 Preliminary Budget) as presented; and
- Approve the Board President to sign the Audit Engagement Letter

The motion was approved unanimously.

10. BOARD COMMENTS

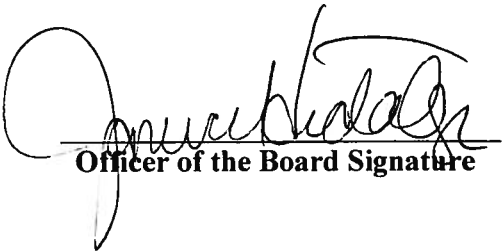
Ms. Siegel reflected on the May 1<sup>st</sup> BMCC Leadership and Board Training event.

11. PUBLIC COMMENT

Ms. Van Til commented on the Board vacancy.

12. ADJOURNMENT

The meeting was adjourned at 8:49 a.m.



**Officer of the Board Signature**