

Jackson Preparatory & Early College



Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, March 27, 2017

Date: March 27, 2017
Time: 5:30 p.m.
Location: Jackson College
2111 Emmons Road
Potter Center - Board Room

1. Call to Order

The board meeting was called to order by Dr. Rando at 5:32 pm

2. Pledge of Allegiance

3. Roll Call – Declaration of Quorum

Board:

Chairman	Dr. Rob Rando	Present
Vice-Chair	Mr. Jon Williams	Present
Treasurer	Mrs. Zoe Wilcox	Present
Secretary	Dr. David Halsey	Present
Trustee	Mrs. Rebekah Woods	Present
Trustee	Mr. Steven Hogwood	Present
Trustee	Mrs. Cheryl Schantz	Present

Authorizing Body:

President	Dr. Phelan	Present
NCSI	Don Cooper	Absent
Finance	Daryl Norris	Absent

4. Review and Approval of Agenda

The March 27, 2017 agenda was reviewed and approved.
Motion made by S. Hogwood and seconded by D. Halsey.
Vote: Yes (7), No (0)

5. Public Comment Related to Agenda Items – No comments were made.

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6. Action Items

A. Approve February 27, 2017 Board Meeting Minutes

Motion made by D. Halsey and seconded by Cheryl Schantz

Vote: Yes (7), No (0)

B. Adoption of Board Policy - Construction

Motion made by S. Hogwood and seconded by Z. Wilcox.

Vote: Yes (7), No (0)

All facility questions/decisions will come through the JPEC President; not just through the Project Agent.

C. Adoption of Board Policy – Asset Protection

Motion made by J. Williams and seconded by S. Hogwood.

Vote: Yes (7), No (0)

D. Approval of Board Governance ENDS and Monitoring Report

Motion made by D. Halsey and seconded by S. Hogwood.

Vote: Yes (7), No (0)

-Second Reading.

E. Approval of closing 2016-17 Application Period

Motion made by S. Hogwood and seconded by Z. Wilcox.

Vote: Yes (7), No (0)

JPEC does not receive any new funding for any new student that enrolls for the 2016-17 school year. These students would not be guaranteed a seat for the following academic year.

7. Policy First Readings

A. Accreditation Policy

As a PSA, JPEC is required to complete a DIP and SIP.

B. Monitoring Report

The structure and content the report will outline. Gives a guideline to follow when creating the monitoring report.

8. Informational Items

A. Proposed 2017-18 Calendar – EARLY COLLEGE

Separating the CP and EC needs and how they are functioning.

Having JPEC EC terms start as JC college courses start. Better aligning the time that is off on the college calendar.

Big Changes – Bigger break in May, classes ending August 10th

B. Balanced Calendar

Evidence shows that CP students need to group their learning then have processing time.

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*Other schools balanced calendars are based off of 180 days not 200+ school days.
Challenge: Running both schedules (CP and EC). Instructors that teach both
calendars. Families having students in both schools.*

*Process: Having PAB also in conversation to have a parent point of view. Has been
positive feedback.*

*Holt Superintendent (Dr. Hornak): Foremost speaker for balanced calendar, has
great expertise. Currently Mr. Malmquist's mentor for internship. Can visit to give
light on balanced calendar.*

Intersession opportunity for both EC and CP.

Balanced calendar is a hot topic of conversation in local school districts.

C. Policy Governance Summary

Outline Policy Governance Outline

9. Board Reports

A. President's Report

i. Open Enrollment & Numbers

*Currently have taken in 49 application, 20 of which are sibling
preference. Open houses are much larger than last year, currently 37
families have visited JPEC.*

Many teachers in Elementary schools are referring students to JPEC.

*At this point, last year only 15 applications had been received. Most likely
will have a waitlist for certain grades.*

B. Facilities Report

i. Updated Blueprints

*Big update being the addition of lunch space, band space, choir space,
and student storage.*

*Working with Kentwood office supply and faculty on furniture and
efficiency.*

Continuing conversation with Onsted State Bank.

JC working on alternative options and working with finances.

ii. Progress Update

C. Finance Report

i. February Financials

End of Feb. \$230,326 in account for payroll and other costs.

*Accounts payable \$411,602, currently includes WI Dual Enrollment bill
that is being paid. All but \$10,000 is owed to the college.*

Total revenue received to date is \$1.4.

*Expenses have exceeded the revenue by \$282,793. Currently accounting
for revenue on cash basis. Starting to account for our revenue on an
accrual basis.*

ii. Budget Amendment

*Have changed net income for year by ~\$20,000 because of the change in
pupils.*

D. Legislative Report

i. Lansing Visit

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Was able to have a conversation with both senate and the house. All conversations were positive and understanding.

E. Provost Report

i. MEMCA Conference

Dr. Phelan was the keynote speaker. JPEC was able to present points of pride and lead an information session during the conference. JPEC is still very different than most Early Middle Colleges.

ii. Robotics

First year competing in robotics.

Only have 6 weeks to design and build your robot for competition.

First competition JPEC won 1 match.

Most recent competition on the first day 5 matches were won!

Was awarded Rookie of the Year! Because of this award, JPEC is invited to go to the State competition and then the chance to compete in the World competition.

10. Authorizer Items

Great partnership with JPEC in policy governance and facilities planning.

11. Extended Public Comment

No comment.

12. Board of Governors Comment

13. Adjourn – The meeting was adjourned by Dr. Rando at 7:13 pm.

Certification by Secretary:

I certify that, to the best of my knowledge, that the foregoing minutes of the January 23, 2017 meeting of the Board of Governors is accurate and correct.

Secretary Dr. David Halsey

Date

Minutes Prepared by Alex Elfe

Proposed minutes are available for public inspection within eight (8) business days.

Approved minutes are available for public inspection within five (5) business days after approval.

Contact Address: 2111 Emmons Road, Jackson, MI 49201 517.768.7093