

# Jackson Preparatory & Early College



**Jackson Preparatory & Early College  
Board of Governors  
Study Session – Monday, March 28, 2016  
2111 Emmons Road  
Jackson, MI 49201**

*Date:* Monday, March 28, 2016  
*Time:* 6:00 p.m.  
*Location:* Jackson College  
2111 Emmons Road  
Potter Center – Board Room

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## **AGENDA**

- I. Call to Order- 6:08PM**
- II. Pledge of Allegiance**
- III. Roll Call- Present: Woods, Hogwood, Wilcox, Williams, Rando, Malmquist, Halsey**
- IV. Approval of Agenda- Approved**
- V. Public Comment (limited to three minutes): For agenda items only**
- VI. Informational Items**
  - a. General Meeting Minutes (First Reading)**
  - b. Budget Review (Second Reading Feb Financial Report)**

*Malmquist- budget needs to be adjusted. Cultural immersion section needs to be divided according to division. Williams- Misc. expenses under general administration clarification needed, Malmquist to follow up on expenses. Malmquist- payroll goes out every other week, as does other outstanding expenses. Williams- clarification on federal funds, Malmquist will draw funds (Section 31A, Title funds) down to pay off expenses at end of the year. Malmquist- Federal funds being paid for behavior interventionist, at-risk resources, and other teacher resources. Woods- \$139,000 to college for due diligence clarification. Rando- expansion of Athletic Director responsibilities. Dual enrollment for summer term has built in \$72,000 in for dual enrollment tuition.*
  - c. Facilities review and planning**

*Postpone timeline for building new facility. JC extended lease for current facility. At retreat would support facility timeline. Fall of 2019 use of new facilities.*
  - d. Enrollment Update**
    - i. Current Enrollment**
    - ii. Intent to Return- Each grade level is at or above 94% of intent to return, overall intent to return is 98%.**
    - iii. 2016 New Enrollment- Current enrollment for 2016-2017- 337 Students (turned in application/enrollment documentation)**
  - e. Marketing and Promotion- Alex Elfe- currently we commercials on radio, use of social media, Hogwood allowing promotions at McDonalds, first graduation do voice over for**

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*commercial radio ad. Golf outing, May 21<sup>st</sup> for fundraising and community outreach. End of the year picnic at Cascades Park inviting current and new parents, July 15<sup>th</sup> for picnic. JPEC attend in ten to twelve Jackson community events.*

- f.** *Dual Enrollment- Marowelli- currently have 81 students-609 credits. Adding 17 new dual enrolled students for Term 3. \$85,000 over current \$72,000 dual enrollment budget for Term 3 budget, 97 students to be dual enrolled in Term 3. Include Term 3 dual enrollment budget into 2016-2017 budget.*

## **VII. New Items**

- a.** *2016-2017 Calendar Draft- Need to add Professional development days and Board meeting days. Added Veteran's day as day off. 199 days of instruction compared to 203 in 2015-2016, due to adding of Veteran's day, leap year, and Fourth of July.*
- b.** *JPEC First Graduate- Shafaa Ikram, first graduation, last classes are in beginning of May. June 5<sup>th</sup> is her graduation Open House. Instead of ceremony, there could be a graduation dinner on May 7<sup>th</sup>. Hogwood- put her on front of Jackson magazine, do a full article about her.*
- c.** *Wilcox Term Update- Zoe Wilcox is approved on the board until December 2016.*

## **VIII. Extended Public Comment (limited to three minutes): Non-agenda items**

- IX. Board of Governors Comment –Zoe Wilcox-** *attendance to MEMCA with Jonathon Marowelli, Shane Malmquist, Laura Van Wormer, Dylan Peyton, and Ray Pratt. Dual Enrollment process emerged from conference.*

- X. Adjournment- 7:32PM**

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**Minutes available at:**

*Jackson College  
2111 Emmons Road  
Jackson, MI 49201  
Telephone: (517) 768.7093*

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A copy of the meeting minutes is available for public inspection at the address listed above within eight business days for proposed minutes and within five business days of approval for approved minutes.

This meeting is a meeting of the Board of Governors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s), please call (517) 768.7093 prior to the meeting.

*\*Closed meeting minutes are not subject to disclosure and will be held confidentially.*