

Jackson Preparatory & Early College



Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, August 28, 2017

Date: August 28, 2017
Time: 5:30 p.m.
Location: Jackson College
2111 Emmons Road
Potter Center - Board Room

1. Call to Order

Dr. Rando called the meeting to order at 5:34pm.

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	Absent
Secretary	Dr. David Halsey	Present
Trustee	Dr. Rebekah Woods	Absent
Trustee	Mr. Steven Hogwood	Absent
Trustee	Mrs. Cheryl Schantz	Present

Authorizing Body:

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

4. Review and Approval of Agenda

The August 28, 2017 agenda was reviewed and approved.

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Motion made by J. Williams and seconded by C. Schantz.

Vote: Yes (4), No (0)

Moving Item D: Audit to top of action item list

5. Public Comment Related to Agenda Items –

6. Action Items

A. Approve July 24, 2017 Board Meeting Minutes

Motion made by J. Williams and seconded by D. Halsey.

Vote: Yes (4), No (0)

B. Adoption of Board Policy – Committee Principles

Motion made by D. Halsey and seconded by C. Schantz.

Vote: Yes (4), No (0)

C. Adoption of Board Policy – Members' Code of Conduct

Motion made by C. Schantz and seconded by D. Halsey.

Vote: Yes (4), No (0)

D. Accept Draft June 30, 2017 Audited Financial Statements

Motion made by J. Williams and seconded by D. Halsey.

Vote: Yes (4), No (0)

Accepting the draft as final pending legal counsel's report.

Timeline of this years audit is great, as last year JPEC completed their audit in November.

Audit: receiving public dollars and to report to public where the money was spent

Crosky Lanni works with 54 different charter schools in Michigan. Will be JPEC's third year with this company.

The school's financial position remains positive after the academy's third year of operations.

The total cost of instructional programs was \$1,706,634 or 56%

The school increased its fund balance in the general fund from \$93,127 to \$443,138.

Excess of revenues: \$350,011.

Operating Leases: Total lease expense included in the statement of activities for the year amounted to approximately \$150,000.

No problems found for the 2017 audit.

Audit agency had full cooperation from the JPEC administration team.

Fund balance is at 15% of revenues.

63% of revenues is spent in the classroom, other portion is spent in support of the classrooms.

For future audits having a peer group percentage to see where JPEC falls in average.

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E. Revision of Early College Caps

Motion made by J. Williams and seconded by D. Halsey.

Vote: Yes (4), No (0)

Revision of caps based upon: Waitlist in the Early College level and also most of them being siblings. For budgeting purposes, 435 student count is what is hoped for, revising caps could benefit both situations.

Challenge is space and staffing.

Revision comes to 9th grade and 11th grade – an addition of 12 students total to the district.

Motion to set aside board policy of first reading prior to acceptance due to timing issues.

Motion made by J. Williams and seconded by C. Schantz.

Vote: Yes (4), No (0)

Board has concern over this policy and how to more strictly enforce.

F. Charter Contract Amendment

Motion made by D. Halsey and seconded by C. Schantz.

Vote: Yes (4), No (0)

College board has approved the extension of the charter contract at their last board meeting.

G. Adoption of Seclusion & Restraint Policies

Motion made by C. Schantz and seconded by J. Williams.

Vote: Yes (4), No (0)

It was asked previously the boards responsibilities with regard to suspension and expulsions.

Before suspension/expulsions students have a due process that is in front of an impartial body.

Process does not have to be as involved as it currently is.

7. Policy First Readings

A. Strategic Agenda Planning

No questions, adjustments, changes.

B. Naming Policy

Time limits – depending upon total value. Recommendations is 25-50 years.

First paragraph of General Provisions, if the final approval of be an and/or of Board of Governors and Academy President.

8. Facilities Discussion

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A. Current Status

i. Construction Budget

Continuing to look at financial options.

ii. Design Plans

All plans have been sent to the state and have been approved. Ready to go out to bid.

9. Board Reports

A. Finance Report

i. July and August Financial Updates

Were waiting for final audit to give July and August financials. No cashflow issues, no need of gap loans, etc.

B. President's Report

a) Strategic Planning

Initial work that has been done prior to school year. ASSIST tool will be used in strategic planning. Multitiered systems of support: what systems/processes do we currently have to fully support the students, which ones are we lacking.

Vision, Mission, Values were updated for each school.

C. Legislative Report

Legislature is still on summer recess.

10. Authorizer Items

Appreciation of fidelity to founding principles of why JPEC was created. Appreciate discussion of policy governance.

Discussion of county wide EMC with Western Michigan University.

Still waiting to see if Mr. Malmquist will be able to join Superintendent's meeting.

11. Extended Public Comment

No comment.

12. Board of Governors Comment

13. Adjourn – The meeting was adjourned by Dr. Rob Rando at 7:21pm.

I certify that, to the best of my knowledge, that the foregoing minutes of the August 28, 2017 meeting of the Board of Governors is accurate and correct.

A handwritten signature in black ink, appearing to read "Rob Rando", written over a horizontal line.

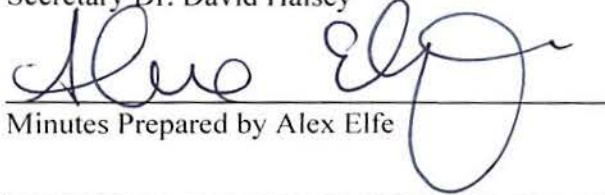
9/25/17

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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