

Jackson Preparatory & Early College



Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, September 25, 2017

Date: September 25, 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 late DH
Secretary	Dr. David Halsey	Present
Trustee	Dr. Rebekah Woods	Absent
Trustee	Mr. Steven Hogwood	Present
Trustee	Mrs. Cheryl Schantz	Absent

Authorizing Body:

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

4. Review and Approval of Agenda

The September 25, 2017 agenda was reviewed and approved.

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

Vote: Yes (5), No (0)

Moving Item D: Audit to top of action item list

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5. Public Comment Related to Agenda Items –

6. Informational Items

New teachers to district:

Malik Ameziane (French/Math) Also assisting with Robotics program. Very knowledgeable in his area.

Currently teaches 2 classes of French. Scheduled a trip to Paris 2020 so students that are in beginning French will be advanced by that time, also gives time to fundraise for trip. Also will receive credit for trip and class. 8 day trip. Was an engineer in Africa and has many years of experience in Robotics.

Kasia Ciolek (Science) – did student teaching under Dr. Bartholomew last year.

Helped design chemistry and physics curriculum for JPEC. Background of BioChem at MSU.

Angie Laginess (English) – from University of Michigan, over 10 years of teaching experience.

7. Action Items

A. Approve August 28, 2017 Board Meeting Minutes

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

Vote: Yes (5), No (0)

B. Adoption of Board Policy – Strategic Agenda Planning

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

Vote: Yes (5), No (0)

Changing “groups of owners” on first page to “stakeholders”.

8. Policy Readings

A. Naming Policy

On part 2a language was changed from BoG AND President, to BOG OR President.

Portion in Red is addition asked from board about timing.

Change of part 3d saying that if there was a change that it would be brought to whole board for decision.

Cost: defining a dollar amount necessary for certain naming opportunities. Consider adding a percentage amount of project for the definition of ‘substantial’.

i. Time Limits

ii. Associated Costs

9. Board Reports

A. Finance Report

i. July Financials

Payroll was major expense of the month. Other expenses were minimal.

Accruing 1/12 of revenue each month. Majority of accounts payable is to Jackson College.

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- ii. August Financials
 - Bought a majority of the school supplies and went to auction to find furnishing for new building.*
 - 2 months of revenue accrued. End of June, \$320,779 in bank.*
 - 3 months of lease and 2/3 of tuition billed accrued.*
 - Received bill from Mercer Construction and Covalle Architects for their work on the new building.*
- iii. Classroom Costs
 - Cost of classroom based on 30 student per class with 1 instructor ~ \$20,950.*
 - Science classroom is different based on necessities. ~ \$33,300.*
 - Total of 12 classrooms, 2 classrooms science.*
- iv. Cashflow Forecast
 - Technology licensing/support was a major expense due to annual license renewal.*
 - Attorney fees due to language necessary for new facility. Anticipating another fee.*
 - Expect to spend ~\$100,000 in October on new building*
 - Should expect to pay rest of tuition bill in November and hoping to be back on track in December.*

B. President's Report

a) Merit Pay Incentive Structure

Created a sub-committee to set framework for structure. Has opportunity within district, school, and individual areas for growth/allocation.
District will need to be performing where it was projected for Merit pay structure to be plausible.
Idea of BoG: Have a monthly dashboard to show where the district/school sits based upon finances and performance to create incentive.
Plan from President to review with full faculty next week.

b) Workforce Monitoring Report

Overview of mission, vision, & beliefs.
To achieve our goals as a district, many structures have been put in place such as academic council and leadership team.
Shortage of teachers is down 35% across the state. Teacher retirement of 10% nationally with Michigan being at 13%.
Retention ideas: more vacation time after a certain amount of years of service or a bump in base salary after performance has been positive.

C. Facilities Report

Met last week, have preliminary drawings of new location – NW of fieldhouse.
Hoping for a decrease in civil and site work costs.
Timeline – push bidding to January to get better bids. Looking for a spring groundbreaking.
Upcoming calls/communications will provide much more insight on funding options.
Research needs to be done on use of RAC that is currently being leased by ORS that may

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go back to RAC.

D. Legislative Report

No comment.

E. Provost Update

i. Update

SAT results were publicly posted. JPEC had 36 students take it and average score was 958 (increase from last year) 9th in county out of 15. We actually had 55 students take the exam, but are registered at the state as 10th graders and couldn't be included, average score was 1020 (if this number was compared to the county, we would be 2nd place in county). This will always be a challenge of JPEC.

Today started JAMA program. Hired JAMA to teach Blueprint Reading and Gages & Measurements for our engineering pathway.

10. Authorizer Items

No comment.

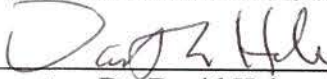
11. Extended Public Comment

No comment.

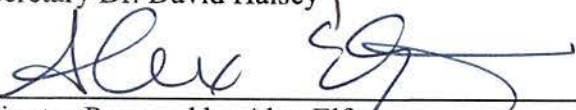
12. Board of Governors Comment

13. Adjourn – The meeting was adjourned by Dr. Rob Rando at 7:08 pm.

I certify that, to the best of my knowledge, that the foregoing minutes of the September 25, 2017 meeting of the Board of Governors is accurate and correct.


Secretary Dr. David Halsey

10/23/17
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