

# Jackson Preparatory & Early College



Doc. 7.1

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2111 Emmons Road  
Jackson, MI  
49201

## Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, March 19, 2018

Date: March 19, 2018  
Time: 5:30 p.m.  
Location: Jackson College  
2111 Emmons Road  
Potter Center - Board Room

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call – Declaration of a Quorum

### Board:

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

### Authorizing Body:

President	Dr. Dan Phalen	Absent
Vice President	Jeremy Frew	Present

- IV. **Review and Approval of Agenda**  
The March 19, 2018 agenda was reviewed and approved  
Motion made by: D. Halsey  
Seconded by: Z. Wilcox
- V. **Public Comment Related to Agenda Items**

### VI. Information Item

#### A. College Prep Facility

- a. Chad Rumsey from County Financial provided a presentation on a financial plan for the purchase of a college prep facility
  - i. Project for \$1.5 million loan is comfortable based on current cashflow
  - ii. Interest rate will be variable after five years. Trying to ensure a tax exempt rate
  - iii. Will provide \$1.5 million loan whether internal renovation of RAC or external structure
- b. Governors questioned Sprung option and whether this was an option for the college campus

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- i. *Sprung is not desired on campus mainly due to aesthetics and building quality research done through an independent research study*
- c. *Financial plan for current expense numbers with modular solution does not work as a temporary solutions*
  - i. *Governor Williams raised the question as to why the college could not purchase/finance a building and then lease to JPEC with the ability to buy*
- d. *Governor Wilcox expressed a departure from the vision of JPEC originally, and the intent of having a college prep on the campus allowing students the ability to take early college and college courses on campus*
- e. *Chairman Rando expressed a reflective understanding of "on-campus experience" but expanding*
- f. *NCSI Representative shared the importance of urgency to stay true to the original vision and to consider the impact of an additional administrator for the new college preparatory site if selected as the option*
- g. *Governor Norris shared that the five-year proformas presented in the board packet were based on different assumptions, and that Gimmie is working on updating the proformas to be based on the same assumptions*
- h. *Governor Williams shared a perspective of additional services and resources for students through the RAC facility project. He also shared the flexibility of the district to provide unique scheduling for students needing to run between College Prep and Early College courses*
- i. *Chairman Rando made the request to schedule a special board meeting for Monday, March 26 at 5:30pm*

## VII. Action Items

- |   |   |
|---|---|
| A. Approval of February 19, 2018 Board Minutes          | Motion made by: C. Shantz<br>Seconded by: J. Williams |
| B. Approval of 2017-2018 Facility Lease Update          | Motion made by: J. Williams<br>Seconded by: D. Halsey |
| C. Adoption of Board Policy   Compensation and Benefits | Motion made by: J. Williams<br>Seconded by: D. Halsey |
| D. Adoption of Board Policy   Budget Planning           | Motion made by: D. Halsey<br>Seconded by: Z. Wilcox   |
| E. Approval of 2018-2019 AY School Calendars            |   |
| a. College Preparatory                                  | Motion made by: J. Williams                           |
| b. Early College  | Seconded by: D. Halsey                                |

## VII. Policy First Readings

- A. Policy Category | Ends
  - a. Policy Name | Global Ends
    - i. *Policy draft presented*
- B. Policy Category | Governance Process

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a. Policy Name | Fiduciary Responsibility

i. *Policy draft presented*

VIII. **Board Reports**

A. Finance Reports

i. February Financials

- i. *Financials are on target with expectations*
- ii. *Currently at 64% of budget spending*
- iii. *Currently have spend \$485K on dual enrollment and will need to plan accordingly with the remaining budget dollars to ensure overspending does not occur*
  - 1. *Governor Halsey requested an update for the next meeting on accessing the updated legislative language and accessing additional dollars for our students*

ii. Cashflow Forecast

- i. *Presented and no questions*

iii. Outstanding Invoices

- i. *Presented and no questions*

B. President's Report

i. *Student Retention & Open Enrollment*

- i. *94% intent to return completion*
- ii. *Open enrollment window is open until April 13*
- iii. *Governor Halsey asked about radio extended sessions and the potential of package deals*
- iv. *Governor Chantz expressed the influence of social media in her experience and the idea of catching others in "sharing"*
- v. *Gimmie shared the impact of promoting through Facebook*

ii. *Open House*

C. Legislative Report

- i. *Governor Williams and President Malmquist visited Lansing and supported school choice at the school*

D. Provost Report

i.

IX. **Authorizer Items**

X. **Extended Public Comment**

XI. **Board of Governors Comment**

- A. *Governor Norris – In review of the Budgeting policy, is it his recommendation to include a forecasting item for 3 or 5 years*

XII. **Adjourn**

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I certify that, to the best of my knowledge, that the foregoing minutes of the January 22, 2018 meeting of the Board of Governors is accurate and correct.




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2111 Emmons Road  
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Secretary Dr. David Halsey

4/27/18

Date

  
Minutes Prepared by ~~Alex Cline~~

Shane Malmquist

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