

New Bedford Academy Board of Directors
Regular Meeting
Monday, March 13, 2017, 7:45 a.m.

AGENDA

- I. Meeting Call to Order
- II. Roll Call
- III. Reading of the Mission
- IV. Public Comment
- V. Approval of Consent Calendar
- VI. Correspondence
 - A. Ferris State University
 - 1. NBA Personnel Audit
- VII. Treasurer's Report
 - A. Approval of Financial Report
 - B. Approval of Second Quarter Report
 - C. Approval of Budget Amendment 2016-17
- VIII. New Business
 - A. Annual Report
- IX. Other Business
 - A. Marketing
- X. Business/Management Report
 - A. Principal
 - 1. Student Achievement
 - 2. Operations
 - B. MJ Management
 - C. Ferris State University
- XI. Extended Public Comment (non-agenda items)
- XII. Board Comments
- XIII. Reconfirmation of Next Meeting Date: April 10, 2017 at 7:45 a.m.
- XIV. Adjournment

Individuals wishing to address the Board of Directors under public comment above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to not more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board may not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Individuals with special need accommodations should contact the principal's office at 734-854-5437 preferably one (1) business day prior to the meeting.

Proposed minutes of this meeting will be available for public inspection at the New Bedford Academy School Office located at 6315 Secor, Lambertville, Mi. 48144, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved. (Open Meetings Act, Public Act 267)

New Bedford Academy Board of Directors
Regular Meeting
March 13, 2017, 7:45 a.m.

Agenda Note

- I. Call to Order
The President should call the meeting to order.
- II. Roll Call
The Secretary should call roll: Tucker, Rothman, Dress, Vollmar and Walentowski
- III. Reading of the Mission
The reading of the mission and vision of the academy will take place at this time.
- IV. Public Comment
Board President Tucker should ask if there are any public comments at this time.
- V. Approval of Consent Calendar
 - A. Agenda
The March 13, 2017 board meeting agenda is enclosed for your approval. An appropriate would be:
“That the March 13, 2017 board meeting agenda be approved as presented.”
 - B. Board Meeting Minutes
The November 14, 2016 Regular, November 14, 2016 Special Board Meeting, January 9, 2017, and the February 13, 2017 For Information Only Meeting Minutes are enclosed for your approval. An appropriate motion would be:
“That the November 14, 2016, Regular and November 14, 2016 Special Board Meeting, January 9, 2017, and the February 13, 2017 For Information Only Meeting Minutes be approved as presented.”
- VI. Correspondence
 - A. Ferris State University
 1. NBA Personnel Audit

The enclosed correspondence will be reviewed with you at this time.
- VII. Treasurer’s Report
 - A. Approval of Financial Report
MJ Management Services will review the enclosed monthly financial reports. An appropriate motion would be:
“That the Financial Reports be approved as presented.”

- B. Approval of Second Quarter Report
MJ Management Services will review the enclosed Second Quarter Report. An appropriate motion would be:

“That the Second Quarter Report be approved as presented.”

- C. Approval of Budget Amendment 2016-17
MJ Management Services will review the enclosed Budget Amendment. An appropriate motion would be:

“That the Budget Amendment 2016-17 be approved as presented.”

- VIII. New Business
A. Annual Report
Principal Sauter will review the Annual Report with you at this time. An appropriate motion would be:

“That the Annual Report be approved as presented.”

- IX. Other Business
A. Marketing

- X. Business/Management Report

- A. Principal
1. Student Achievement
2. Operations

- B. MJ Management

- C. Ferris State University

- XI. Extended Public Comment
The President should ask if there is any further public comment at this time.

- XII. Board Comments
The President should ask for any Board member comments at this time.

- XIII. Reconfirmation of Next Meeting Dates: April 10, 2017 at 7:45 a.m.

- XIV. Adjournment
We will need a motion to adjourn.

As always, if you have questions regarding any materials in this packet, please contact MJ Management Services Inc. at 734.789.7724 or kelly25mjm@gmail.com prior to the meeting.

New Bedford Academy Board of Directors
Regular for Information Only
Meeting Minutes
February 13, 2017 7:45 a.m.

PROPOSED

I. Meeting Call to Order

The meeting was called to order at 7:50 a.m. at 6315 Secor Rd., Lambertville, MI

II. Roll Call

Present: Kelly Tucker, Cynthia Dress and Gary Walentowski

Excused: Tim Rothman and Dean Vollmar

Also Present: Kathleen Witucki, and Greg Sauter

A quorum was not present. Board President Kelly Tucker asked the members present to sit as a committee and review the business of the board.

III. Reading of the Mission

Board member Cynthia Dress read the mission and vision of the academy.

IV. Public Comment

None

V. Approval of Agenda

NA

VI. Correspondences

The Board members reviewed items of correspondence from Ferris State University.

1. NBA Insurance Review
2. NBA Personnel Audit

VII. Treasure's Report

Laid over to the March board meeting.

VIII. New Business

IX. Other Business

X. Business/Management Report

A. Principal

1. Student Achievement

Principal Sauter updated the Board on NWEA test results and a lunch audit that will take place on March 1, 2017

2. Operations

Repairs on the sign up front will be done.

B. MJ Management

C. Ferris State University

XI. Extended Public Comment

XII. Board Comment

Attending members of the Board discussed marketing strategies.

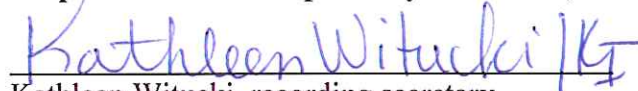
XIII. Reconfirmation of Next Meeting Date:

The next regular board meeting will be on March 13, 2017 at 7:45 a.m.

VII. Adjournment

Meeting adjourned at 8:25 a.m.

Proposed Minutes respectfully submitted,


Kathleen Witucki, recording secretary

Date: February 13, 2017

Approved by the Board of Directors at its _____, _____ meeting

Board Secretary

Date



FERRIS STATE UNIVERSITY
CHARTER SCHOOLS OFFICE

SENT VIA E-MAIL

February 17, 2017

Ms. Kelly J. Tucker
7741 Indian Road
Temperance, MI 48182

Dear Kelly:

As you are aware, the Ferris State University Charter Schools Office contracted with the Quality Performance Resource Group to conduct an audit to review the Highly Qualified and certification status of your Academies' teaching staff, and to verify that all employees working at New Bedford Academy have current criminal records search documents on file at the management company and/or at the Academy.

Enclosed with this letter is the winter audit for the 2016-2017 school year. The Charter Schools Office congratulates you and your staff on having all Highly Qualified documentation complete and all current criminal records documents on file for all of your teaching and non-teaching staff. Congratulations!

Please note that the Quality Performance Resource Group is auditing the School Administrators Certification and Administrator Continuing Education Credits records. As a reminder, they will continue checking for current MiTap forms in the personnel files of all teaching staff, as well as a copy of this letter on file along with the audit. The next audits will begin to take place sometime in the Spring 2017.

If you should have any questions or need clarification, please contact Dr. Ken Tesauro, Field Consultant for the Quality Performance Resource Group at (989) 326-2902 or ktesauro@qprgroup.com.

Sincerely,

A handwritten signature in cursive script, appearing to read "Susan M. Lewis".

Susan M. Lewis
Secretary to the Director

cc: Mr. Greg Sauter, Principal, New Bedford Academy
Ms. Kate Witucki, MJ Management Services, Inc.
Ms. Laura Emshanov, FSU-CSO Field Representatives

Enclosure

1020 Maple Street
Big Rapids, MI 49307-1649

Phone: (231) 591-5802
Fax: (231) 796-1448
Web: www.ferris.edu/charterschools

