

New Bedford Academy Board of Directors
Regular Meeting
Monday, January 9, 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 Insurance Policy Review
 - 2. NBA Personnel Audit
- VII. Treasurer's Report
 - A. Approval of Financial Report
 - B. Approval of Budget Amendment 2016-17
- VIII. New Business
- IX. Other Business
- 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: February 13, 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
January 9, 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, Bennett, 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 December 12, 2016 board meeting agenda is enclosed for your approval. An appropriate motion would be:
“That the December 14, 2016 board meeting agenda be approved as presented.”
 - B. Board Meeting Minutes
The November 14, 2016 Regular and November 14, 2016 Special Board 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 Minutes be approved as presented.”
- VI. Correspondence
 - A. Ferris State University
 - 1. NBA Insurance Policy Review
 - 2. 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 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

IX. Other Business

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: February 13, 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 Meeting Minutes
November 14, 2016, 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: Cynthia Dress, Tim Rothman, Dean Vollmar, and Gary Walentowski,

Excused: Kelly Tucker and Jessica Bennett

Also Present: Greg Sauter, Kathleen Witucki, Laura Emshanov, and Rebekah McCoy

III. Reading of the Mission

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

IV. Public Comment

None

V. Approval of Consent Calendar

A. Agenda

The motion was made by Vollmar, supported by Rothman that the November 14, 2016 regular board meeting agenda be approved. The motion passed unanimously.

B. Board Meeting Minutes

The motion was made by Vollmar, supported by Rothman that the October 10, 2016 regular board meeting minutes be approved. The motion passed unanimously.

VI. Correspondence

VII. Treasurer's Report

A. Approval of Financial Report

MJ Management reviewed the monthly financial report with the Board. It was moved by Dress, supported by Vollmar that the monthly financial report be approved. The motion passed unanimously.

B. Approval of First Quarter Report

MJ Management reviewed the first quarter financial report with the Board. It was moved by Walentowski, supported by Dress that the first quarter financial report be approved. The motion passed unanimously.

VIII. New Business

IX. Other Business

X. Business/Management Report

A. Principal

1. Student Achievement.

Principal Sauter reviewed the data driven instruction by the MStep and NWEA results with the Board. The staff has been using the online tool, Study Island that has provided helpful professional development to the staff.

2. Operations

B. MJ Management

1. Kate Witucki informed the Board of the email received from Board member Jessica Bennett that she has resigned from the New Bedford Academy Board of Directors. The motion was made by Rothman, supported by Vollmar to accept Mrs. Bennett's resignation letter with thanks for her service on the Board of Directors. The Board wishes her well in her future endeavors. The motion passed unanimously.

2. Roberts Rules of Order was reviewed with the Board.

C. Ferris State University

Laura Emshanov recognized New Bedford Academy on their outstanding compliance of 100% for 7 consecutive years.

XI. Extended Public Comment (non-agenda items)

None

XII. Board Comments

XIII. Reconfirmation of next regular meeting dates: December 12, 2016 at 7:45 a.m.

XIV. Adjournment

Motion by Rothman, supported by Dress, that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 8:35 a.m.

Proposed Minutes respectfully submitted,

Kathleen Witucki
Recording Secretary

Date: November 14, 2016

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

Board Secretary

Date

New Bedford Academy Board of Directors
Special Meeting Minutes
November 14, 2016 8:45 a.m.

PROPOSED

I. Call to Order

The meeting was called to order at 8:40 a.m., at 6315 Secor Road, Lambertville, MI

II. Roll Call

Present: Cynthia Dress, Tim Rothman, Gary Walentowski and Dean Vollmar
Excused: Kelly Tucker and Jessica Bennett

Also Present: Greg Sauter, Kate Witucki, and Laura Emshanov

III. Public Comment

IV. Approval of Agenda

Motion made by Vollmar, supported by Dress that the Consent Calendar including November 14, 2016 Special Meeting agenda be approved. Motion passed unanimously.

V. New Business

A. Strategic Planning

1. Marketing

The following marketing strategies were discussed –

- To contact The University of Toledo English Department regarding students interested in writing “copy” for the NBA marketing promotions.
- Having the Academy eight grade students take pictures at events and during daily activities to use for advertising.
- To purchase banners and professional images for the Academy.
- Advertise often that the Academy is a free public school offering individualized instruction. Increase newspaper ads and Facebook ads.
- Increase family involvement
- Have bring a “Friend Movie Nights”


2. Financing

Discussion was held regarding a building refinance.

VI. Adjournment

Motion made by Rothman supported by Vollmar, that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 9:40 a.m.

Proposed minutes respectfully submitted,

Kathleen Witucki / 

Date: November 17, 2016

Kathleen Witucki, recording secretary

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

Board Secretary _____