

*Canton Preparatory High School
Board Meeting Minutes
Wednesday, May 3, 2017 at 6:00 pm*

Meeting held at:

Canton Preparatory High School
46610 Cherry Hill Road
Canton, MI 48188

BOARD OF DIRECTORS:

PRESENT

UNABLE TO ATTEND

Brooke Franklin – President	X	
Ted Lang – Vice President	X	
Marco Lollo – Treasurer		X
Laura Mortier - Secretary	X	
Kwesi Besterai – Director	X	

Non-Board Members Attending:

- 1) Dan Andres – Parent
- 2) Dave Angerer – Director of Educational Services, PrepNet
- 3) Travis Batt – Assistant Principal, Canton Prep
- 4) Sean McAnally – Board Representative, PrepNet
- 5) Aquan Miles – Principal, Canton Prep
- 6) Jenice Mitchell Ford – Board Legal Counsel Representative, Clark-Hill
- 7) Randy Remenap – Field Representative, GVSU

1. CALL TO ORDER

Ms. Franklin called the meeting to order at 6:00 p.m.

2. ROLL CALL AND APPROVAL OF AGENDA

Roll call was taken.

A motion was made by Mr. Lang and supported by Mr. Betseraï to approve the agenda as presented. The motion was approved unanimously.

3. MANAGEMENT REPORTS

a. School Leadership Report

Ms. Miles reflected on recent Pastries with the Principal parent events. She noted the parent satisfaction survey window is currently open, and the school leadership team looks forward to analyzing the results.

She provided an enrollment update and an update on the School Improvement Plan progress since the last meeting.

b. Board Fund Report

The Board reviewed the most recent Board Fund Report.

c. Matriculation Agreements

Mr. McAnally provided an update on the status of the matriculation agreements that were initiated at a prior meeting.

4. COMMENTS BY AUTHORIZER

Mr. Remenap presented the Board with the school's 2015-16 Contract Performance Review, noting it is the first year of data for the SAT performance level metrics.

He also reminded the Board of the upcoming GVSU Charter Schools Office outings.

5. PUBLIC COMMENT

Mr. Andres shared concerns about the valedictorian selection process, as well as his thoughts on the Advanced Placement (AP) course requirement for graduation. The Board thanked Mr. Andres for his feedback, stated they would take it under advisement, and directed Ms. Miles to follow-up with Mr. Andres. Ms. Miles and Mr. Angerer answered clarifying questions from the Board about both issues raised by Mr. Andres.

6. ANNUAL ORGANIZATIONAL MEETING

a. Annual Organizational Appointments and Designations

The Board reviewed and discussed annual appointments.

b. Approval of the Annual Organizational Items Resolution

A motion was made by Mr. Lang and supported by Ms. Mortier to approve the Annual Organizational Items Resolution as discussed:

- Board Officers comprised of Brooke Franklin as President, Ted Lang as Vice President, Marco Lollo as Treasurer, and Laura Mortier as Secretary;
- Marco Lollo as the school's Chief Administrative Officer (CAO);
- Laura Mortier and Kwesi Beserai as the Discipline Appeal Committee;
- The PrepNet Board Representative as the school's Freedom of Information Officer;
- Joseph Urban of Clark-Hill as the Board legal counsel;
- Jason Pater as the AHERA contact;
- The Principal as the school's Title VI, Title IX, and Section 504 Coordinator

The motion was approved unanimously.

7. DISCUSSION ITEMS

a. 3rd Quarter Financials and Invoices

The Board reviewed and discussed the 3rd Quarter Financials and Invoices.

- b. 2017-18 School Calendar
Mr. Angerer and Ms. Miles presented the 2017-18 School Calendar. They noted a correction to the draft calendar presented in the packet to include a half-day (teacher in-service) on Friday, September 29. The Board reviewed and discussed the calendar.
- c. 2017-18 Board Meetings Calendar
The Board reviewed and discussed the 2017-18 Board Meetings Calendar.
- d. 2017-18 Parent and Student Handbook
The Board reviewed and discussed the proposed changes to the 2017-18 Parent and Student Handbook. Ms. Miles presented the dress code changes. Ms. Mitchell Ford reviewed the Code of Conduct and Due Process section to provide an update to the Board on recent legislation around suspension/expulsion and restorative practices.
- e. 2016-17 Final Amended Budget
The Board reviewed the 2016-17 Final Amended Budget. Mr. McAnally provided additional details and answered questions about the budget.
- f. 2017-18 MHSAA Membership Resolution
The Board reviewed the 2017-18 MHSAA Membership Resolution.
- g. Livonia Career-Technical Center Service Agreement 2017-18 Renewal
The Board reviewed the 2017-18 renewal to the Livonia Career-Technical Center Services Agreement with Canton Prep.
- h. Criminal History Record Information (CHRI) Update and Resolution
Mr. McAnally provided an update on the CHRI process and recommended a resolution for the Board to allow school personnel to access the state's new fingerprint background check system.

8. BUDGET HEARING

- a. CAO Open the Budget Hearing
A motion was made by Ms. Mortier and supported by Mr. Lang to suspend the Regular Board Meeting and call the Budget Hearing to order. The motion was approved unanimously and the Budget Hearing was called to order at 7:12 p.m.
- b. 2017-18 Preliminary Budget Discussion
The Board reviewed and discussed the 2017-18 Preliminary Budget, including enrollment and financial assumptions underlying the budget, staffing levels, and additional marketing efforts. Mr. McAnally, Mr. Angerer, and Ms. Miles answered questions from the Board.
- c. Public Comment on 2017-18 Preliminary Budget
There was no public comment on the 2017-18 Preliminary Budget.

d. Close the Budget Hearing

A motion was made by Mr. Lang and supported by Ms. Mortier to close the Budget Hearing and resume the regular Board meeting. The motion was approved unanimously and the regular Board meeting resumed at 7:17 p.m.

9. ACTION ITEMS

A motion was made by Ms. Mortier and supported by Mr. Lang to:

- Approve the March 1, 2017 Board Meeting Minutes as presented;
- Approve the 2017-18 School Calendar as edited to include a half-day (teacher in-service) on September 29, 2017;
- Approve the 2017-18 Board Meetings Calendar as presented;
- Approve the 2017-18 Parent and Student Handbook as presented;
- Approve the 2016-17 Michigan General Appropriations Act (2016-17 Final Amended Budget) as presented;
- Approve the 2017-18 Michigan General Appropriations Act (2017-18 Preliminary Budget) as presented;
- Approve the 2017-18 MHSAA Membership Resolution as presented;
- Approve the 2017-18 Renewal of the Cooperative Education Program Agreement with Livonia Public Schools as presented;
- To re-affirm that the Board President is the Authorized Representative for Criminal History Record Information for Canton Preparatory High School, and approve the school to enter into an agreement with the Michigan State Police for the purposes of appointing personnel to process fingerprint background check results and for meeting the requirements of the Criminal History Record Internet Subscription Service; and
- Approve the Board President to sign the Audit Engagement Letter with BDO.

The motion was approved unanimously.

10. BOARD COMMENTS

In response to a question from the Board, Ms. Miles clarified that Board Members are invited and encouraged to attend the inaugural CPHS graduation ceremony.

Ms. Franklin reflected on the question “What is a Charger?” and presented Ms. Miles with a trophy in recognition of her leadership at the school this year and with the intent to pass along the trophy to another worthy recipient in the future as a standing tradition for the school. Ms. Miles thanked the Board for the recognition and thanked the Canton Prep staff for their dedication to the school.

11. PUBLIC COMMENT

Mr. Remenap commended the Board and school leadership team for growing stronger and establishing new traditions.

12. ADJOURNMENT

A motion was made by Mr. Betseraï and supported by Mr. Lang to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned at 7:29 p.m.



Officer of the Board Signature