

*Taylor Preparatory High School
Board Meeting Minutes
Thursday, May 5, 2016 at 9:00 am*

Meeting held at:

Taylor Preparatory High School
9540 Telegraph Rd
Taylor, MI 48180

BOARD OF DIRECTORS	PRESENT	UNABLE TO ATTEND
James Dinnan – President	X	
Tonishia Holloway – Vice President		X
John Losen – Director	X	
Karen Mulligan - Secretary	X	
Mary Jo Boruta – Treasurer	X	

Non-Board Members Attending:

- 1) Dave Angerer – Director of Educational Services, PrepNet
- 2) Laura Kaleefey – Controller, PrepNet
- 3) Sean McAnally – Board Representative, PrepNet
- 4) Aquan Miles – Principal, Taylor Prep
- 5) Randy Remenap – Field Representative, GVSU
- 6) Joseph Urban – Board Legal Counsel, Clark Hill

1. CALL TO ORDER

Mr. Dinnan called the meeting to order at 9:08 a.m.

Mr. Remenapp administered the Oath of Office to Mr. Losen and Ms. Mulligan for three-year terms expiring June 30, 2019.

2. ROLL CALL AND APPROVAL OF AGENDA

Roll call was taken.

A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the agenda as presented. The motion was approved unanimously.

3. PUBLIC COMMENTS ON AGENDA ITEMS

No public comment was given.

4. MANAGEMENT REPORTS

a. School Leadership Report

Ms. Miles provided a current year and projected enrollment summary. She reviewed recent grant-funded staff hiring, and noted that Mr. Ron Brown was voted Teacher of the Year by MAPSA.

She presented Taylor Prep's 2016-17 School Improvement Goals & Objectives, noting the grade-level proficiency and/or growth targets set in the document are extensions of current and historical baseline levels. The Board discussed the goals.

b. Board Fund Report

The Board reviewed the Board Fund Report showing activity through April.

c. Charter School Grant Report

The Board reviewed the report of the Michigan Department of Education's Programmatic Review that was recently conducted for Taylor Prep's start-up grant. Mr. McAnally noted that with this report, the start-up grant is now officially finished.

5. COMMENTS BY AUTHORIZER

Mr. Remenap reminded the Board of available spots for the annual golf outing sponsored by the Charter Schools Office.

6. ANNUAL ORGANIZATIONAL MEETING

a. Annual Organizational Appointments and Designations

The Board discussed the slate of Board Officers and the other designations in the Annual Organizational Meeting.

b. Approval of the Annual Organizational Items Resolution

A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the Annual Organizational Items Resolution with the following appointments and designations:

- Board Officers: James Dinnan as President, Tonishia Holloway as Vice President, John Losen as Treasurer, Mary Jo Bortua as Secretary;
- The Board Treasurer as the CAO, and the PrepNet Chief Financial Officer as the agent of the CAO;
- The PrepNet Board Representative as the school's FOIA Officer;
- Clark Hill as the Board's legal counsel;
- Jason Pater as the school's AHERA Contact; and
- The Principal as the school's Title VI, Title IX, and Section 504 Contact.

The motion was approved unanimously.

7. DISCUSSION ITEMS

- a. 3rd Quarter Financial Statements
The Board reviewed the 3rd Quarter Financial Statements. Ms. Kaleefey answered questions from the Board about revenue sources and expenditure categories and functions.
- b. 3rd Quarter Invoices
The Board reviewed the 3rd Quarter Invoices for services rendered by PrepNet.
- c. 2016-17 School Calendar
The Board reviewed the proposed 2016-17 School Calendar. Ms. Miles stated that the calendar increases the number of instructional days per new state requirements, shifts after-school professional develop to three half-day afternoon sessions, and aligns as closely as possible with the middle schools from which a majority of students enroll and where many Taylor Prep families have other children enrolled.
- d. 2016-17 Parent and Student Handbook
Mr. McAnally summarized the proposed revisions to the 2016-17 Parent and Student Handbook, and answered questions from the Board about the changes.
- e. 2015-16 Final Amended Budget
Ms. Kaleefey provided an overview of the need for and the proposed changes to the final amended budget for the current school year. She answered questions from the Board about how the budget is built, as well as additional detail about the various revenue sources supporting the school budget.
- f. 2016-17 E-Rate Letter of Agency and CIPA Compliance
Mr. McAnally summarized the benefit of the school participating in the e-rate consortium, and the need for annual Board attestation that the school's IT infrastructure meets CIPA requirements.
- g. 2016-17 MHSAA Membership Resolution
The Board reviewed the proposed 2016-17 MHSAA Membership Resolution.
- h. 2016-17 MHSAA Cooperative Team Resolution
Ms. Miles presented the Board with the 2016-17 MHSAA Cooperative Team Resolution that would provide an opportunity for Taylor Prep boys to participate in football with Detroit Westside Christian Academy. She answered questions from the Board about the program.
- i. Extension of Fingerprint Processing Agreement
The Board reviewed the proposed extension to the school's agreement with Grosse Ile Township School District for fingerprint processing services. Mr. Urban provided background to the Board on the impetus for the original agreement, as well as insight on the current landscape at the state level as it relates to fingerprint background check processing.

8. BUDGET HEARING

- a. CAO Open the Budget Hearing
Mr. Losen opened the Budget Hearing at 10:15 a.m.
- b. 2016-17 Proposed Budget Discussion
Ms. Kaleefey provided an overview of the proposed 2016-17 budget, detailing the revenue and expenditure assumptions that drive the budget figures. She answered follow-up questions from the Board about the per-pupil funding level and specific line items in the budget.
- c. Public Comment on 2016-17 Proposed Budget
There were no public comments on the proposed 2016-17 budget.
- d. Close the Budget Hearing
Mr. Losen adjourned the Budget Hearing at 10:30 a.m.

9. ACTION ITEMS

- a. Approval of the March 2, 2016 Board Meeting Minutes
A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the March 2, 2016 Board Meeting Minutes as _____. The motion was approved unanimously.
- b. Approval of the 2016-17 School Calendar
A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the 2016-17 School Calendar as presented. The motion was approved unanimously.
- c. Approval of the 2016-17 Parent and Student Handbook
A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the 2016-17 Parent and Student Handbook as presented. The motion was approved unanimously.
- d. Approval of the 2015-16 Michigan General Appropriations Act (2015-16 Final Amended)
A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the 2015-16 Michigan General Appropriations Act (2015-16 Final Budget) as presented. The motion was approved unanimously.
- e. Approval of the 2016-17 Michigan General Appropriations Act (2016-17 Proposed)
A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the 2016-17 Michigan General Appropriations Act (2016-17 Proposed) as presented. The motion was approved unanimously.
- f. Approval of the 2016-17 E-Rate Letter of Agency and CIPA Compliance
A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the 2016-17 E-Rate Letter of Agency and CIPA Compliance as presented. The motion was approved unanimously.

g. Approval of the 2016-17 MHSAA Membership Resolution

A motion was made by Ms. Mulligan and supported by Mr. Losen to approve the 2016-17 MHSAA Membership Resolution as presented. The motion was approved unanimously.

h. Approval of the 2016-17 MHSAA Cooperative Team Resolution

A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the 2016-17 MHSAA Cooperative Team Resolution as presented. The motion was approved unanimously.

i. Approval of the Extension of the Fingerprint Processing Agreement with Grosse Ile Township School District

A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the extension of the Fingerprint Processing Agreement with Grosse Ile Township School District as presented. The motion was approved unanimously.

j. Approval of the Board President to sign Audit Engagement Letter

A motion was made by Ms. Mulligan and supported by Ms. Boruta to approve the Board President to sign the Audit Engagement Letter. The motion was approved unanimously.

10. BOARD COMMENTS

Ms. Miles answered a question from the Board about what Taylor Prep and PrepNet are doing Teacher Appreciation Week.

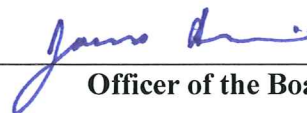
Mr. Losen commended PrepNet on recent recognition on national high school rankings, such as the *U.S. News & World Report* and *The Washington Post*, and that he looks forward to Taylor Prep having enough data to be ranked in the future.

11. PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no public comments on non-agenda items.

12. ADJOURNMENT

A motion was made by Ms. Mulligan and supported by Mr. Losen to adjourn the meeting. The meeting was adjourned at 10:36 a.m.



Officer of the Board Signature