

*Taylor Preparatory High School  
Board Meeting Minutes  
Wednesday, May 6, 2020 at 8:30 am*

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Meeting held at:  
Google Meets (virtual)

| BOARD OF DIRECTORS                    | PRESENT | UNABLE TO ATTEND |
|---------------------------------------|---------|------------------|
| Tonishia Holloway – Vice President    | X       |                  |
| John Losen – President                | X       |                  |
| Nicole Crockett – Secretary-Treasurer | X       |                  |
| John Perfetti – Director              | X       |                  |
| Doug Reimel – Director                |         | X                |

Non-Board Members Attending:

- 1) Dave Angerer – Director of Educational Services, PrepNet
- 2) Allison Bondie – Assistant Principal
- 3) Danielle Carlson – Incoming Principal
- 4) Brooke Franklin – School Consultant, GVSU
- 5) Sean McAnally – Board Representative, PrepNet
- 6) Erica Sharp – Principal
- 7) Joseph Urban – Board Legal Counsel

1. CALL TO ORDER

Mr. Losen called the meeting to order at 8:34 a.m.

2. ROLL CALL AND APPROVAL OF THE AGENDA

A motion was made by Ms. Crockett and supported by Mr. Perfetti to approve the agenda as presented. The motion was approved unanimously by roll call vote.

3. PUBLIC COMMENT ON AGENDA ITEMS

There were no comments from the public.

4. MANAGEMENT REPORTS

Ms. Bondie and Ms. Sharp presented the School Leadership Report. Ms. Sharp spoke about recent and upcoming events including Student of the Month assembly on March 27, College Decision Day on May 1, Honor’s Night on May 13, and Senior Graduation.

COVID-19 Emergency Continuity of Learning Plan

Ms. Bondie presented the Continuity of Learning plan and distance learning efforts.

Board Funds Rollover Resolution

The Board reviewed and discussed the proposed Board Funds Rollover Resolution.

Monthly Financials & Invoices

The Board reviewed the monthly financials and invoices through March 31.

5. COMMENTS BY AUTHORIZER

GVSU Learning Continuity & Innovation Grant

Ms. Franklin presented the GVSU Learning Continuity & Innovation Grant and invited Mr. Perfetti to the New Board Member Orientation virtual meeting taking place next week. She requested the Renomination Form from Ms. Crockett for term renewal. She state that the Academic Grant requirements have been met for the 2019-20 school year.

6. ANNUAL ORGANIZATIONAL MEETING

a. Approval of the Annual Organizational Items Resolution

A motion was made by Mr. Losen and supported by Ms. Crockett to approve the Annual Organizational Items Resolution with the following designations:

- Approval of the Restated Articles of Incorporation;
- Board Officers comprised of Mr. Losen as President, Ms. Holloway as Vice President, Mr. Reimel as Treasurer, and Mr. Perfetti as Secretary;
- The Board Treasurer as the School's Chief Administrative Officer (CAO) and the Controller of PrepNet as the agent of the CAO to assist the CAO with the performance of the CAO's duties under the Budgeting and Accounting Act;
- Mr. Losen and Mr. Reimel as members of the Discipline Appeal Committee for the 2020-21 school year;
- The Board Representative as the school's Freedom of Information Act Officer;
- Joe Urban, Clark Hill PLC, as Board Legal Counsel;
- Jason Pater as AHERA Contact; and
- The Principal as Title VI, Title IX, and Section 504 Coordinator

The motion was approved unanimously by roll call vote.

7. BUDGET HEARING

A motion was made by Mr. Perfetti and supported by Mr. Losen to suspend the Regular Meeting to conduct the Budget Hearing. The motion was approved unanimously by roll call vote and the Budget Hearing was convened at 9:10 a.m.

a. 2020-21 Preliminary Budget Discussion

Ms. Kaleefey presented the preliminary 2020-21 preliminary budget, including the per-pupil funding reductions recommended by the Authorizer and MAPSA. She state that more information would be made available after the May revenue conference of the state legislature and Governor's office. The opening plan for the fall will depend on state and authorizer

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guidance, including a possible hybrid model with less students in the building per day with synchronous online learning. She stated expenses are being tightening up where possible, including not back-filling vacated positions if appropriate.

b. Public Comment on 2020-21 Preliminary Budget

No public comments were given on the 2020-21 preliminary budget.

A motion was made by Mr. Perfetti and supported by Mr. Losen to adjourn the Budget Hearing and resume the Regular Board Meeting. The motion was approved unanimously by roll call vote, and the Budget Hearing was adjourned at 9:19 a.m.

8. DISCUSSION ITEMS

a. 2019-20 Final Amended Budget

Ms. Kaleefey presented the 2019-20 final amended budget, noting a likely per-pupil funding cut for June, July, and August state aid payments and requirement to ensure final expenses do not exceed ten percent of the object code line item to conform to the Uniform Budget Accounting Act. In response to a question, she stated that PrepNet is in a position to cover anticipated revenue losses this school year and next. She clarified another question from the Board about the budgeted increase in Direct Instruction in anticipation of remaining self-insured medical claims and increased tuition costs for the Early College Program.

b. 2020-21 School Calendar

The Board Reviewed and discussed the 2020-21 School Calendar.

c. Restated Services Agreement and Restated Lease

The Board reviewed and discussed the restated Services Agreement and Lease Agreement. Mr. Urban and Ms. Kaleefey provided additional information on the educational assets provision in the Services Agreement. Mr. McAnally noted that the Lease amount is unchanged.

d. FY2020 Audit Engagement Letter and Audit Planning

The Board reviewed the FY2020 Audit Engagement Letter and Audit Planning document from BDO.

9. ACTION ITEMS

A motion was made by Mr. Perfetti and supported by Ms. Crockett to:

- Approve the Board Funds Rollover Resolution as presented;
- Accept the GVSU Learning Continuity and Innovation Grant;
- Approve the Resolution in Support of the Continuity of Learning Plan;
- Approval of the March 5, 2020 Board Meeting Minutes as presented;
- Approval of the 2020-21 School Calendar;
- Approval of the 2019-20 Michigan General Appropriations Act (2019-20 Amended Budget) as presented;
- Approval of the 2020-21 Michigan General Appropriations Act (2020-21 Preliminary Budget) as presented;

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- Approval of the Restated Services Agreement as presented;
- Approval of the Restated Lease Agreement as presented; and
- Approval of the Board President to sign Audit Engagement Letter.

The motion was approved unanimously by roll call vote.

10. PUBLIC COMMENT

There were no comments from the public.

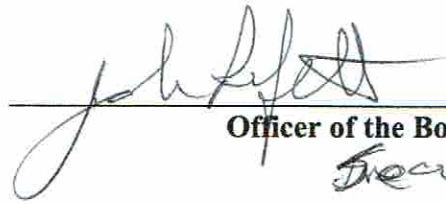
11. BOARD COMMENTS

Ms. Carlson shared her background and experience. Founding teacher at Taylor Prep (Spanish), Assistant Principal at Arbor Prep, online Spanish teacher with PrepNet in 2019-20.

Mr. Perfetti thanked Ms. Sharp for her service and creating a positive culture at the school.

12. ADJOURNMENT

The meeting was adjourned at 9:44 a.m.

  
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**Officer of the Board Signature**  
*Perfetti*