

*Arbor Preparatory High School  
Board Meeting Minutes  
Thursday, May 7, 2015 at 12:00 pm*

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Meeting held at:

Arbor Preparatory High School  
6800 Hitchingham Road  
Ypsilanti, Michigan 48197

BOARD OF DIRECTORS	PRESENT	UNABLE TO ATTEND
Keith Boruta – Treasurer	X	
Monty Brown – Director	X	
Carrie Covington – Secretary	X	
Dr. William Kennelly – Vice President	X	

Non-Board Members Attending:

- 1) Rebecca Adams – Principal, Arbor Prep
- 2) Dave Angerer – Director of Educational Services, PrepNet
- 3) Vivian Chiao – Arbor Prep Student
- 4) Michael Donatelli – Arbor Prep Student
- 5) Dan Eyers – Board Legal Counsel Representative, Clark Hill
- 6) Gregory Mann – Arbor Prep Student
- 7) Sean McAnally – Board Relations, PrepNet
- 8) Karlee Morris – Arbor Prep Student
- 9) Ana Salazar – Assistant Principal, Arbor Prep
- 10) Pat Victor – Director of Field Operations, BMCC
- 11) Zakiya Wells – Arbor Prep Student

1. CALL TO ORDER

Dr. Kennelly called the meeting to order at 12:00 p.m.

2. ROLL CALL AND BOARD APPROVAL OF THE AGENDA

Roll call was taken.

A motion was made by Mr. Brown and supported by Mr. Boruta to approve the May 7, 2015 Board Meeting Agenda as presented. The motion was approved unanimously.

3. PUBLIC COMMENT ON AGENDA ITEMS

No public comment on agenda items were given.

4. MANAGEMENT REPORTS

a. School Leadership Report

Ms. Adams introduced several seniors of the Class of 2015 to the Board:

- Ms. Wells is attending Northwood on a full scholarship for basketball and intends to study business.
- Mr. Donatelli is attending the University of Michigan-Dearborn for engineering.
- Ms. Morris is attending Concordia University on a basketball and academic scholarship and intends to dual-major in education and social work.

Ms. Adams introduced Mr. Mann and Ms. Chiao to the Board, who shared about the recent Sister Code coding workshop at the school:

- Mr. Mann had good things to say about the program, stating that it make coding easy to understand and grasp, and greatly expanded his self-taught knowledge of coding.
- Ms. Chiao, a freshman, stated the workshop made coding less complicated and intimidating, and looks forward to learning more.

The Board thanked the students for sharing with the Board.

i. *2015-16 School Improvement Plan Goals*

Ms. Adams and Ms. Salazar presented the draft 2015-16 School Improvement Plan goals and objectives. The Board discussed the goals and objectives with the school leadership team and provided feedback. The school leadership team thanked the Board for their input and stated that the Board's comments, along with parent input at an upcoming meeting, will influence the final draft of the goals and objectives of the School Improvement Plan.

b. Board Fund Report

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

5. COMMENTS BY AUTHORIZER

Mr. Victor shared a compliance report with the Board, stating the school was one-hundred percent on-time and complete with submissions to EpiCenter.

6. DISCUSSION ITEMS

a. 3<sup>rd</sup> Quarter Financial Statements

The Board reviewed and discussed the 3<sup>rd</sup> quarter financial statements.

b. 3<sup>rd</sup> Quarter Invoices

The Board reviewed and discussed the 3<sup>rd</sup> quarter invoices.

- c. 2015-16 Parent and Student Handbook  
The Board reviewed and discussed the proposed edits to the 2015-16 Parent and Student Handbook. The school leadership team answered questions from the Board about course progression and graduation requirements.
- d. 2014-15 Final Amended Budget  
The Board reviewed and discussed the 2014-15 final amended budget.
- e. 2015-16 Compliance with the Children's Internet Protection Act (CIPA)  
The Board reviewed the 2014-15 Children's Internet Protection Act (CIPA) assurance form.
- f. 2015-16 MHSAA Membership Resolution  
The Board reviewed and discussed the proposed 2015-16 MHSAA Membership Resolution.

7. ANNUAL MEETING ACTION ITEMS

- a. Approval of Election of Officers  
The Board discussed officer roles. A motion was made by Mr. Boruta and supported by Mr. Brown to approve the election of officers, comprised of:
  - Dr. Kennelly as President
  - Mr. Brown as Vice President
  - Mr. Boruta as Secretary-Treasurer

The motion was approved unanimously.
- b. Approval of the Chief Administrative Officer Resolution  
A motion was made by Mr. Brown and supported by Mr. Boruta to appoint the Board Treasurer as the school's Chief Administrative Officer, and the PrepNet Chief Financial Officer as the agent of the CAO. The motion was approved unanimously.
- c. Approval of the FOIA Officer  
A motion was made by Mr. Boruta and supported by Ms. Covington to appoint the PrepNet Board Representative as the Board's FOIA Officer. The motion was approved unanimously.
- d. Approval of the Board Legal Counsel  
Mr. Eyers made comments to the Board about the services Clark Hill offers. A motion was made by Mr. Brown and supported by Mr. Boruta to appoint Clark Hill as Board legal counsel. The motion was approved unanimously.
- e. Appointment of the AHERA Contact  
A motion was made by Mr. Brown and supported by Mr. Boruta to appoint Jason Pater (PrepNet) as the school's AHERA contact. The motion was approved unanimously.

f. Appointment of the Title VI, Title IX, and Section 504 Contact

A motion was made by Mr. Brown and supported by Ms. Covington to appoint the Principal as the school's Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.

8. BUDGET HEARING

a. CAO Open the Budget Hearing

A motion was made by Mr. Brown and supported by Ms. Covington to suspend the regular Board meeting. The motion was approved unanimously.

Mr. Boruta as CAO called the Budget Hearing to order at 1:08 p.m.

b. 2015-16 Preliminary Budget Discussion

The Board reviewed the 2015-16 preliminary budget. The Board discussed the pupil count and per-pupil funding assumptions that drive the budget estimates. The school leadership team answered questions from the Board for clarification on certain line items.

c. Public Comment on 2015-16 Preliminary Budget

No public comments were given on the 2015-16 preliminary budget.

d. Close the Budget Hearing

Mr. Boruta adjourned the Budget Hearing at 1:20 p.m.

A motion was made by Mr. Brown and supported by Ms. Covington to resume the regular Board meeting. The motion was approved unanimously.

9. ACTION ITEMS

a. Approval of the April 2, 2015 Board Meeting Minutes

A motion was made by Mr. Boruta and supported by Mr. Brown to approve the April 2, 2015 Board meeting minutes as presented. The motion was approved unanimously.

b. Approval of the 2015-16 Parent and Student Handbook

A motion was made by Mr. Brown and supported by Mr. Boruta to approve the 2015-16 Parent and Student Handbook as presented. The motion was approved unanimously.

c. Approval of the 2014-15 Michigan General Appropriations Act (2014-15 Final Amended)

A motion was made by Mr. Brown and supported by Mr. Boruta to approve the 2014-15 Michigan General Appropriations Act (2014-15 final amended budget) as presented. The motion was approved unanimously.

d. Approval of the 2015-16 Michigan General Appropriations Act (2015-16 Proposed)

A motion was made by Mr. Brown and supported by Mr. Boruta to approve the 2015-16 Michigan General Appropriations Act (2015-16 preliminary budget) as presented. The motion was approved unanimously.

- e. Approval of the 2015-16 Compliance with Children's Internet Protection Act (CIPA)  
A motion was made by Mr. Brown and supported by Ms. Covington to approve the 2015-16 Compliance with Children's Internet Protection Act (CIPA) assurance as presented. The motion was approved unanimously.
- f. Approval of the 2015-16 MHSAA Membership Resolution  
A motion was made by Mr. Boruta and supported by Mr. Brown to approve the 2015-16 MHSAA Membership Resolution as presented. The motion was approved unanimously.

10. BOARD COMMENTS ON NON-AGENDA ITEMS

Mr. Boruta spoke about FIRST Robotics.

Ms. Adams answered a question from Mr. Brown about the debate team budget.

Ms. Adams also announced to the Board that Ms. Morris would be signing her acceptance letter and soccer scholarship in a ceremony in the school gym following the meeting, and invited Board members to attend.

The Board acknowledged and thanked Ms. Covington for her service on the Board. Ms. Covington thanked the Board for sharing the experience and offered an encouragement to promote even more the opportunity for students to receive guidance from the school on completing and submitting scholarship applications.

11. PUBLIC COMMENT

No public comments were given.

12. ADJOURNMENT

A motion was made by Mr. Boruta and supported by Mr. Brown to adjourn the meeting. The meeting was adjourned at 1:33 p.m.

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**Officer of the Board Signature**