

**Mt. Clemens Montessori Academy Board of Directors  
Organizational and Regular Meeting  
~~Proposed Minutes~~**

*Approved*

**Date: August 16, 2018**

**Time: 5:30 P.M.**

**Place: Mt. Clemens Montessori Academy  
1070 Hampton, Mt. Clemens, MI 48043**

I. Meeting called to order at 5:30 p.m. by Megan Blenkhorn

II. Roll Call

	Present	Absent
Nicole Morgia, President	<u>X</u>	<u>        </u>
Megan Blenkhorn, Vice President	<u>X</u>	<u>        </u>
Philomena Rosnik, Secretary	<u>X</u>	<u>        </u>
Teresa Shiner, Treasurer	<u>X</u>	<u>        </u>
Jodie Sherwood, Member	<u>X</u>	<u>        </u>

Others: Genie P'sachoulias, Casey Rakowski, Cathy Murlick, Dawn Marshall, Brianne Huber (Plante Moran), Constantine P'sachoulias, Allison Rousseau, Nancy Stebbins

III. Oath of Office

- a. Jodie Sherwood
- b. Megan Blenkhorn
- c. Teresa Shiner
- C. Murlick administered the Oath of Public Office.

IV. Approval of Agenda

Motion by Megan Blenkhorn seconded by Philomena Rosnik to approve the agenda as presented.

Motion passed unanimously.

V. Approval of Minutes

- a. June 28, 2018 Regular Meeting Minutes

Motion by Philomena Rosnik seconded by Teresa Shiner to approve the June 28, 2018 Meeting Minutes.

Motion passed unanimously.

VI. Plante Moran Audit Presentation

- Presented by Plante Moran- Brianne Huber
- Plante Moran also commented how "organized and easy it is to work with CSPartners" during MCMA's Audit.

Motion by Megan Blenkhoen seconded by Teresa Shiner to accept the Plante Moran Audit as presented.

Motion passed unanimously.

VII. Annual Meeting Business

a. Declare All Offices Vacant

Motion by Philomena Rosnik seconded by Teresa Shiner to approve all offices vacant.

Motion passed unanimously.

b. Election of Officers

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Board Member

Motion by Teresa Shiner seconded by Jodie Sherwood to elect Nicole Morgia for Board President.

Motion passed unanimously.

Motion by Philomena Rosnik seconded by Jodie Sherwood to elect Megan Blenkhorn for Board Vice President.

Motion passed unanimously

Motion by Teresa Shiner seconded by Jodie Sherwood to elect Philomena Rosnik for Board Secretary.

Motion passed unanimously

Motion by Philomena Rosnik seconded by Jodie Sherwood to elect Teresa Shiner for Board Treasurer.

Motion passed unanimously

Motion by Teresa Shiner seconded by Philomena Rosnik to elect Jodie Sherwood for Board Member.

Motion passed unanimously

c. Approval of 2018-2019 Annual Organizational Items

1. Designation of Depository and Signatories

- **Comerica Bank, Board President and Board Treasurer**

2. Authorization of Facsimile Signatures
  - **Board President and Board Treasurer**
3. Designation of Newspaper of Record
  - **Macomb Daily**
4. Designation of Place and Person for Posting
  - **Visible Area and Genie P'sachoulias**
5. Appointment of Title IX and Sexual Harassment, Title VI and Civil Rights, Freedom of Information Coordinator and Section 504 Representative
  - **Genie P'sachoulias and Tony Pendleton**
6. Appointment of Homeless Children and Youth Liaison
  - **Casey Rakowski**
7. Appointment of Legal Counsel
  - **Dana Abrahams, Clark Hill**
8. Appointment of Auditor
  - **Plante & Moran**
9. Designation of Registered Agent
  - **Board President**
10. Appointment of CAO
  - **Board Treasurer**
11. Appointment of Anti-Harassment Coordinators
  - **Casey Rakowski & Allison Rousseau**
12. Appointment of Automatic Clearing House (ACH)/Electronic Transfer of Funds (ETF) Officers
  - **Board Treasurer and CS Partners**
13. Appointment of Asbestos Designee
  - **Todd Dryer**
14. Authorization of Treasurer to Invest Funds
  - **Board Treasurer**
15. Authorization of Erate
  - **School Leader**

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve the Annual Organizational Items 1 through 15. Motion passed unanimously.

VIII. Board Correspondence

- None

IX. Discussion Items

- None

X. Public Comment (Agenda Items Only)

- None

XI. CS Partners Report

- a. Director of School Leadership/ CSP Report
  - 1. Bullying Report
    - C. Murlick presented the CSP Report and Bullying Report
- b. School Leader's Report
  - Current Enrollment is at 340
  - Pre-K at 42 students. 17 students are full time.
  - Staff starts full time Monday August 20<sup>th</sup>.
  - Hired a new caterer for hot lunch. They will now serve a second choice that will be offered.
  - Need to hire a 5<sup>th</sup> and Kindergarten Teacher.
- c. Authorizer Report
  - MCMA scored 85% in the BMCC portfolio.

XII. Financial Report

- a. July Financial Statements
  - N. Stebbins presented the July Financial Statements.

Motion by Teresa Shiner seconded by Megan Blenkhorn to accept the July financials as presented.

Motion passed unanimously.

XIII. Old Business

- None

XIV. New Business

- a. Approval of Student/Parent Handbook

Motion by Teresa Shiner seconded by Megan Blenkhorn to approve the Student/Parent Handbook. Motion passed unanimously.

- b. Approval of Teacher and Administrator Evaluation and Employee Warranty

Motion by Megan Blenkhorn seconded by Teresa Shiner to approve the Teacher and Administrator Evaluation and Employee Warranty.

Motion passed unanimously.

- c. Facility Purchase Discussion

- C. P'sachoulias did not present a written counter offer to the Board of Directors.
- C. P'sachoulias did offer the Board of Directors a verbal offer of : 3 Million financed as a land contract for 10 years, paid after 5 years.
- Board will need to find out if BMCC accepts land contracts.
- The board will need to put together a renovations list before the next board meeting.

- A request for a written counter offer time line was requested. C. P'sachoulias will be in contact with M. Blenkhorn or T. Shiner.
- The board has requested the past parking lot proposal from C. P'sachoulias.
- The city is requesting a written proposal regarding the Board of Directors interest in the park.
- The Board of Directors has requested that T. Dryer and R. Behr CSP's Facilities Department to come out and evaluate the parking lot and playground.

XV. Closed Session

Motion by Megan Blenkhorn, seconded by Nicole Morgia to adjourn into Closed Session for the purpose of consideration of purchase or lease of property. Motion passed unanimously.

Roll Call Vote

	Ayes	Nays
Nicole Morgia, President	<u>X</u>	<u>          </u>
Megan Blenkhorn, Vice President	<u>X</u>	<u>          </u>
Philomena Rosnik, Secretary	<u>X</u>	<u>          </u>
Teresa Shiner, Treasurer	<u>X</u>	<u>          </u>
Jodie Sherwood, Member	<u>X</u>	<u>          </u>

The Board adjourned into closed session at 6:27 p.m.

Motion by Megan Blenkhorn, seconded by Nicole Morgia to adjourn back into the open meeting. Motion passed unanimously.

The open meeting resumed at 6:54 p.m.

XVI. Board Comment

- None

XVII. Extended Public Comment

- None

**Next Board meeting scheduled for September 20, 2018 at 5:30 p.m.**

XVIII. Adjournment

Motion by Teresa Shiner, seconded by Philomena Rosnik to adjourn the meeting at 6:54p.m.

Motion passed unanimously.

Proposed minutes respectfully submitted,

Cathy Murlick  
Board Designee

8.16.2018  
Date

Approved by the Board of Directors at its 9-20-18 meeting.

Philomena Roenik  
Board Secretary

9-20-18  
Date

Minutes available at: Mt. Clemens Montessori Academy, 1070 Hampton, Mt. Clemens, MI 48043. This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.