

**New Branches Charter Academy
Board of Directors
3662 Poinsettia Avenue SE, Grand Rapids, MI 49508
Teachers' Lounge
Regular Meeting
October 8, 2018 - 6:00 PM**

Approved Minutes

1. Call to Order

Board President R. Julian called the meeting to order at 6:00 PM.

2. Roll Call

Members Present:

Dawn Martinson Member
Ryan Julian President
Nygil Likely Vice President
Scott Embree Treasurer
Kina King Member
Athena Cronberg Secretary

Members Absent:

Steven Null Member

Others Present: Stan Rathbun, Board Liaison / Terry Larkin, Principal / Jack Wallington, CMU / Melissa Moens, K-3 Literacy Coach / Carrie Paddock, CSA's Curriculum and Literacy Specialist

3. Public Comments - Agenda Items Only - None

4. Central Michigan University Comments

- Provided Board Members with a magnet listing the upcoming BDS dates
- Encouraged the Board to have an agenda item for discussion following the CMU webinars.

5. Approval of Agenda

Moved by N. Likely and supported by D. Martinson to approve the agenda as presented

Approved: 6 Ayes, 0 Nays

6. Correspondence - None

7. Approval of September 10, 2018 Regular Meeting Minutes

Moved by A. Cronberg and supported by K. King to approve the Minutes of the September 10, 2018 Regular meeting as presented.

Approved: 6 Ayes, 0 Nays

8. Finances

A. 2017-18 Audit Review – Maner Costerisan

Moved by R. Julian and supported by S. Embree to approve the 2017- 2018 audit as presented.

Approved: 6 Ayes, 0 Nays

B. September 2018 Financial Report

Moved by S. Embree and supported by N. Likely to approve the September 2018 financial statements as presented.

Approved: 6 Ayes, 0 Nays

9. Old Business Items

A. 3rd Grade Reading Bill Update

Carrie Paddock, CSA's Curriculum and Literacy Specialist, and Melissa Moens, NBCA's K-3 Literacy Coach, provided an overview of the progress NBCA is making in addressing the requirements of the 3rd Grade Reading Bill.

B. Count Day Enrollment

Current enrollment is 352. Budgeted enrollment is 380. T. Larkin, S. Rathbun and B. Mercer have met to begin developing a recommendation for budget adjustment to bring to the Finance Committee. A Finance Committee meeting was scheduled for 12 p.m., October 22, 2018.

C. Strategic Plan

T. Larkin, Principal, reviewed the worksheet she had created to monitor the progress towards to the goals and objectives of the strategic plan.

10. New Business

11. Other Business

A. Charter Contract Reauthorization

CMU Representatives will be meeting with Choice School's Human Resources representatives on November 5, 2018 to conduct the review of Academy Position Descriptions which includes: Title of position; Reporting relationship (supervisor); Name of employer; Criminal background check; Qualifications, including education level and experience.

12. Management Company Report

A. Principal's Report

Principal Larkin provided the Board with a written report of Academy activities that have occurred since the last board meeting.

13. Extended Public Comment – None

14. Closed Session if Requested - None

15. Confirmation of Next Board Meeting Date: Board Regular Meeting, November 12, 2018 at 6:00 p.m.

16. Adjournment - *The meeting was adjourned by R. Julian at 7:19 p.m.*

Certification:

I certify that, to the best of my knowledge, the forgoing minutes of the ~~September 10, 2018~~
October 8, 2018 Regular Meeting are accurate and correct.

Athena Cronberg

Athena Cronberg, Board Secretary
~~September 20, 2018~~ October 8, 2018