

**Landmark Academy  
Minutes of the Board Meeting  
May 26, 2022**

**1. Call to Order**

The meeting of the Board of Landmark Academy was called to order at 12:04 pm, by Sherry Bevins-Castillo, Board President. Copies of the agenda were emailed to the Board members and posted at Landmark Academy for other interested parties in accordance with the Open Meetings Act.

**Roll Call:**

Members Present	Members Absent
1. Sherry Bevins-Castillo – President/Treasurer	1.
2. Kimberly Bowman - VP/Secretary	2.
3. Bonnie DiNardo – Member	3.
4. Leann Loshaw - Member	4.
	5.
	6.

**2. Regular Business (15 minutes):**

Visitors: None

Public Comment: None

Correspondence: None

Approval of April 21, 2022 Minutes

**Motion** by Kim Bowman (Board Member) to approve the April 21, 2022 meeting minutes. Second: Bonnie DiNardo

Discussion: None

Vote: 4-0 Aye

Motion Carried

Initial BmD

### Discussion of financial reports:

Financial Reports as of April 30, 2022, presented by Lori Lamontagne.

Landmark is trending upward. Current enrollment count was 783, next year's count is currently at 818. Kimberly Bowman asked if the check registry could change the coding on shipping, so they could see what exactly was being paid.

Approval of April 30, 2022 Financial Reports.

**Motion** by Kim Bowman (Board Member) to approve the April 30, 2022, meeting financial reports as presented. Second: Bonnie DiNardo (Board Member)

Discussion: None

Vote: 4-0 Aye

Motion Carried

### 3. Executive Leadership Update (40 minutes)

Adam Hoskins (K-5): Elementary is finishing up the year with lots of field trips. First and second grade are going to the zoo, third grade will visit the nature center and fourth grade will go to the science center. Fifth grade is doing something different this year. They will be having an Honor's Assembly with a cookout after. Kindergarten Graduation is June 10<sup>th</sup>, after graduation they will go to Goodells Park to enjoy the day.

Elementary Field Day will be June 3<sup>rd</sup>. We are hoping for nice weather and have rented inflatables for the students. Our Someone Special Dance went well with over 60 people attending. Family Fun Night was also a success. We had 30 plus families and over 100 people. Adam delivered the puberty presentation to the 5<sup>th</sup> grade boys, and it went well, he hopes the 4<sup>th</sup> grade boys respond just as favorably.

Leader in Me spring data is being gathered. The Leader in Me coach informed them that they only need to survey 4<sup>th</sup> and 5<sup>th</sup> graders instead of K-5<sup>th</sup> like they did in the fall. There was an increase in response to the surveys from both staff and families. Sherry Bevins-Castillo asked what kind of questions were asked in the survey. Adam explained that the survey has different genres of questions based on the pillars of Leader in Me, like leadership, culture, character.

Debby Wilton (MS/HS): MSHS has been very busy. NWEA is finishing this week and data will be provided at next month's meeting along with the updated School Improvement Plan. Graduation is Sunday, June 5<sup>th</sup> at 2pm. Last Friday, May 20<sup>th</sup> was the seniors last day and walk through. It was a good but emotional day. The work ethic field trip for middle school to the Detroit Tiger's game is next Wednesday, June 1<sup>st</sup>.

Adam and I are working on teacher evaluations then we will meet with teachers individually to discuss beginning next week and through teacher workdays. Kim asked if the teachers do a self-eval. Debby explained that they do one at the beginning of the year and that is used as a tool to set goals for the year and can be updated with evidence during the year.

Debby brought before the board the Michigan High School Athletic Association membership resolution that the board must approve each year. The resolution states that Landmark will follow the MHSAA rules and regulations. The resolution must be signed by the Board Secretary.

Initial Bm D

**Motion** by Kim Bowman (Board Member) to approve the Michigan High School Athletic Association membership resolution for the 2022 - 2023 school year. Second: Bonnie DiNardo

Discussion: None

Vote: 4-0 Aye

Motion Carried

#### **4. Board Strategy & Planning (20 minutes)**

Lori and Debby presented the 2022-2023 budget highlights. These items will be presented in depth at the next meeting.

**State Aid:** Based on the budget proposals from the Governor, House, and Senate, it appears there will be a minimum of a \$300 foundation allowance increase for the next school year, which would equal around \$9,000 per pupil. Landmark will continue to budget conservatively. Currently, all Kindergarten classes are full for the fall, and we are adding another class. We are also looking at ways to create growth in the Alternative Education program. The program can take students up to 22 years of age. Debby and Travis are discussing if those age students should be in the same building as 6<sup>th</sup> graders. An option being discussed is finding another location to lease or rent to house the program. The hours of the program could change, allowing for another bus run. Updates will be shared with the board when more information is available. Bonnie DiNardo suggested to reach out to SC4 to discuss working together or using space at the college for the program.

**Expense Growth:** To show appreciation for and encourage retention of our staff, we will be doubling the years of service bonus. Kim asked when that pays out, Debby let her know that the pay out is done the end of September. Also, performance evaluations are being revamped and will be a graduated scale. In these economic times the current percentage does not come close to covering the yearly cost of living increases. Staff may want to stay but have no choice to leave if they cannot support themselves or their families. The high score on the evaluation will receive the full percentage wage increase and a bonus, those who score efficient will receive the full percentage wage increase but no bonus. The next level will receive a percentage of the wage increase and no bonus, while those that score ineffective will receive no wage increase or bonus. Bonnie DiNardo asked what the highest wage increase would be. Lori explained that they will need to finalize the budget first but are looking at 6 to 8 percent. Kim Bowman interjected that the current cost of living inflation is 7%.

**Transportation:** We will be renewing the METS transportation agreement with a minimal increase. The buses are in good condition. We extended the contract for another year with the 6 buses we currently use.

**Cleaning:** With negotiation, we will be renewing the Auxillio cleaning contract.

**Food Service:** This contract is out for bid. We have received 3 bids and the due date is tomorrow at 2pm. Our present vendor, Preferred is closing on June 30<sup>th</sup>, so we need to find a new vendor quickly.

**Capital Programs:** There are several capital projects projected for next year. The parking lot will be worked on in phases. New auditorium chairs will also be coming out of this, but the deposit will be done this year, so the chairs are ready for fall.

Landmark is once again working through a line of credit with Eastern Michigan.

Initial BMD

Esser: We are still working through our due diligence to understand what we can/are allowed to use the funds for. Esser I is done. The flooring project happening this summer will use Esser II funds. Kim Bowman asked if grants and such always come in phases. Lori explained that is not always the case. Generally, an estimate for title funding is given so you can start planning. You receive the final title amount in January/February. Once it is approved you can spend it.

Kim Bowman asked how the management fee was applied with grants. Discussion ensued. Lori communicated additional informational could be provided at the next meeting. Esser III funds are highly regulated. As of now we are planning to use some of the funds for the HVAC system and to fund summer school for the next two years.

Sherry Bevins-Castillo informed the board that there will be a special meeting on June 3 to discuss parking lot and bids. At the regular board meeting on June 23, we will finalize the budget, School Improvement Plan and go over NWEA data.

Kim Bowman asked how students were chosen for summer school. Debby stated that it was done by invitation and letters were sent out. We currently have 80 students signed up but that could grow. Landmark will also be providing transportation and breakfast and lunch.

Kim Bowman asked about the board sending a letter to representatives regarding the school shooting in Texas and the need for action. Sherry Bevins-Castillo said we will put it on the agenda for next month. And we should reach out to MAPSA to see if there is a consistent message to share. Debby said she would reach out and bring the response to the next meeting.

**5. Adjournment:** The Next meeting will be June 23, 2022, at Landmark MS/HS building at 12:00pm.

**Motion** by Kimberly Bowman (Board Member) to adjourn at 1:13 p.m. Second: Bonnie DiNardo (Board Member)

Vote: 4-0 Aye

Motion Carried

Board Secretary Signature

Bonnie DiNardo

Date

6-23-2022

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