

Landmark Academy
Minutes of the Regular Board Meeting
May 25, 2023

1. Call to Order

The meeting of the Board of Landmark Academy was called to order at 12:01 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	1.
2. Kimberly Bowman - VP	2.
3. Bonnie DiNardo – Secretary	3.
4. LeAnn Loshaw - Treasurer	4.
	5.
	6.

2. Regular Business (15 minutes):

Visitors: None

Public Comments: None

Correspondence: There were three items of correspondence, all from Dawn at SVSU. First, a reminder about budgets and deadlines. Second, regarding the contract renewal which will be discussed under Item 4 later. And lastly, about the Educational Program review. The action plan needs to be completed and sent over to SVSU.

Approval of April 27, 2023, Regular Board Meeting Minutes.

Motion by Kim Bowman to approve April 27, 2023, Regular Board Meeting Minutes. Second: Bonnie DiNardo
Aye: 4 Opposed: 0
Discussion: None
Motion Carried

Discussion of Finance Reports

Financial Reports as of April 2023, presented by Lori Lamontagne


Initial

Lori LaMontagne presented the April financial report to the board. We saw a spike of income this month due to the influx of cash from Esser and title funds. Food service costs are trending where we expect, which is good news. With the rising food costs, we were unsure if that would impact on our costs. Current enrollment is 836.

Motion by Kim Bowman to approve the April 2023, Finance Report. Second: Bonnie DiNardo

Aye: 4 Opposed: 0

Discussion: Bonnie DiNardo had a question about the charge from the Health Department. Debby Wilton explained that that is the annual license renewal cost for the kitchen.

Motion Carried

3. Executive Leadership Update (40 minutes)

Adam Hoskins (K-5): Lots of end of the year field trips happening in the Elementary building. Field day will be held June 8 and Kindergarten Graduation will be held on June 9. A Book Fair will also be held the last week of school. Adam is currently working on teacher evaluations. Debby informed the board that we have no official results from the M-Step yet and we will share once we do. NWEA data will be shared at the June meeting.

Debby Wilton (MSHS): High school students are preparing for finals. State testing is completed, and Debby is working on teacher evaluations. At the beginning of May, MSHS celebrated Charter School Week. It was a fun week of dress down days and an assembly at the end of the week. During that week, Debby, Travis, some students, and staff went to the Charter Day at the State Capitol. This event was a success with students asking if they can go again next year. Teacher of the Year was also presented at the end of Charter School Week. The awards went to the following staff: Elementary - Emily Jepsen, Middle School - Chelsie Squires, and High School - Natalie Stocks. Bonnie DiNardo asked about the gift they received. Each one received an engraved crystal apple. The seniors had lots of events going on this month and the HS Graduation Ceremony will be Sunday, June 4, 2023.

Landmark did get the food contract renewed with Variety Food Service. The students have said that the food has been better since the switch. Sherry Bevins-Castillo asked if the school will still receive free lunch. Debby replied that all breakfast and lunches will still be free to all students next school year. Bonnie asked if the increase in cost was normal. Debby said that there is not an increase every year, but the State sets the pricing.

4. Board Strategy & Planning (20 minutes)

Travis explained to the board that they all received an email that contained the updated contract and fiscal agreement with SVSU for reauthorization. This needs to be approved so it can be sent to SVSU for counter signatures and then will be sent over to the State. Sherry let the board know that the contract is for four years and will expire June 30, 2027.

Motion by Kim Bowman to approve the contract with SVSU for the next four years, to expire on June 30, 2027. And for the board president to sign the contract and the fiscal agreement. Second: Bonnie DiNardo

Aye: 4 Opposed: 0

Discussion: None

Motion Carried



Initial

Sherry moved to the next item on the list, the spring 2023 policies for approval. Debby explained that these are revisions and there are no new policies. The revisions are changes that are legally required. Kim Bowman had a question about animals on the property under emotional support. Debby explained that the student and family would need to come to Adam or her for that request. It would be part of a 504 plan and the animal would have to be certified and the student would have to provide documentation of need.

Motion by Kim Bowman to approve the Spring 2023 policy updates. Second: Bonnie DiNardo

Aye: 4

Opposed: 0

Discussion: None

Motion Carried

The next item on the agenda was the 2023 - 2024 budget overview. Lori explained that Landmark will be following our normal procedure of conservatively planning for our budget for the 2023 - 2024 school year. We will be going with an estimate of 800 students. Pupil funding has been estimated by what has been shared by the state and federal government projection. 1.25 million has been allocated for the HVAC project that is scheduled for the summer of 2024. Also built in wage increases and staff projection has been done. Landmark will be moving to the Illuminate system with RESA for SPED IEP's. Debby stated that we currently use Skyward. Although it is a good system, it is not ideal for IEP's. The Illuminate system from RESA has all the forms built in, will automatically be updated to follow state and federal guidelines, and will provide local support and training for teachers.

Kim asked about the wage increase for our instructional staff. Travis communicated that a state aid increase is expected, however nothing has been finalized yet with the State. The plan is to use the increase in state funding for wage increases. Kim then asked if we were looking at finishing the parking lot updates next year. Debby replied no, we will be doing the HVAC next year. Bonnie asked how many teachers we have at Landmark. Landmark has fifty to fifty-two teachers according to Debby. Travis let the board know that the June meeting will present the board with the recommended budget for the 2023 - 2024 school year.

Kim asked how the virtual oculus pilot is going. Debby let the board know that according to Jeff Glombowski, our coordinator, it has been very positive and engaging. We currently only use it once a week because it is a new system for both staff and students, but we are looking at using it more next year. Kim asked if Landmark was the first school using this. Travis let the board know that he believes we are the first school in the State of Michigan to be using this system.

Bonnie inquired about the date of the next board meeting and informed the board that she will not be at the next board meeting.

5. Adjournment: The next regular board meeting will be June 29, 2023, at 12:00pm.

Motion by Kim Bowman to adjourn at 12:44 p.m. Second: Bonnie DiNardo

Aye: 4

Opposed: 0

Discussion: None

Motion Carried

Board Secretary Signature

Date

