

Landmark Academy
Minutes of the Regular Board Meeting
June 29, 2023

1. Call to Order

The meeting of the Board of Landmark Academy was called to order at 12:10 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: Once Sherry calls the meeting to order, you need to take roll call. Just say each person's name.

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

2. Regular Business (15 minutes):

Visitors: Doug Newcomb, Tom Gostinger, Jeff Glombowski, Jamie Nestle

Public Comments: None

Correspondence: Travis Gostinger presented two (2) letters: (Candice Casey from SVSU) and one from Dawn Gillespie from SVSU regarding the approval of board terms for Kim Bowman. Travis asked that we administer the oath of office under item 4, Board Strategy & Planning.

Approval of May 25, 2023, regular board meeting minutes.

Motion by Sherry Bevin-Castillo to approve May 25, 2023, regular board meeting minutes. Second: Kim Bowman

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Initial BMD

Discussion of Finance Reports

Financial Reports as of May 2023, presented by Lori Lamontagne. Lori reviewed the school's cash position and further explained the summary of activities with total revenues year to date and expenditures year to date. Kim asked about enrollment and if our possible seats went up. Debby confirmed that it did not, they are correct as printed. Sherry thanked Lori for her presentation.

Motion by Sherry Bowens-Castillo to approve May 2023, Finance Report as presented with the one update mentioned above (forecasted changed to 'actual'. Second: Kim Bowman

Aye: 3

Opposed: 0

Discussion: None

Motion Carried

3. Executive Leadership Update (40 minutes) (use back of page if needed for more notes)

Adam Hoskins (K-5): We finished up the school year with a great Kindergarten Graduation and 5th Grade achievement ceremony which we had to move to the MSHS building due to the number of parents wanting to be involved which was a good problem to have. Lots of field trips and Field Day and then tears on the last day of school because students didn't want to go. That is always a good thing when we see that because we know we have made an impact. Summer School is up and running. Jamie has done an awesome job organizing and raising up a team that runs that. We also have a volleyball camp going on right now which provides fun activities jumping into summer. Currently I am working through interviews for teaching positions that have opened for this upcoming school year. We have had some great interviews.

Debby Wilton (MSHS): Debby introduced Jeff Glombowski who runs our alternative education program and our online programs. Jeff shared the success of the Virtual Reality pilot program. We ran this program the last 9 weeks of the school year for online students in grades 5th & 6th. He brought an example of the device that the students were able to use. Jeff cannot find another program in the State of Michigan that has been piloting or using this technology as an instructional tool. He found numerous successes as this helped online students engage with other fellow students. Jeff mentioned being impressed by the security and privacy for each student. They were able to design their own avatar which was a fun beginning process. Jeff remarked on the success of student engagement and parent involvement. It was fun to watch the kids explore learning with these devices and watch as instruction came to life. Students were able to explore whatever lesson we were on, and then when needed we can summon them back at any time. He shared a lesson of the human heart. They also went into the oval office when discussing policy creation, put on space suits and were able to watch a shuttle take off. The parents were excited and all onboard and engaged. This does not take the place of a teacher; this is a tool that supports a teacher and can only make them stronger in their instruction. Doug said you can tour the Whitehouse and sit down with former President Barack Obama. Sherry was appreciative that we were able to offer this program to some of our students and is excited to see the future.

Debby discussed a student discipline concern that was brought to the Discipline Committee. Kim Bowman said that she and Bonnie met with Debby and Tom regarding a student discipline issue with student 19. After reviewing the information, it is her recommendation that the student should have 180 days expulsion with parameters for him coming back. Debby said they sent information out to the family inviting them to come if they wanted to make any statements; however, they were not in attendance today. Debby mentioned that the board could go into closed session if there were questions.

Initial BMO

Motion by Kim Bowman to go into closed session having Tom, Debby and Travis stay. Second: Sherry Bevins-Castillo

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by Kim Bowman to return to general session. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

At 12:42pm the regular board meeting continued. Sherry said with the recommendation of the student discipline committee, they agreed to expel student 19 for 180 days with conditions for reinstatement.

Motion by Kim Bowman to expel student 19 for 180 days with conditions for reinstatement. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Debby introduced Jamie Nestle to present the School Improvement Plan and end of the year NWEA data (from fall to spring). Jamie said for the last several years the focus has been on reading, math, and student mental health. For reading and math we provide the MTSS which is multi-tiered systems of support. This is to make sure that every child that needs intervention gets it at different levels. We offer reading intervention for students in kindergarten through 8th grade. For elementary through 6th grade, we focus on Orton Gillingham Phonics. Our special education teachers and intervention teachers have training and implement AARI which is a comprehension strategy for our lowest achieving students (tier 3 reading students and special ed students) to accelerate their reading comprehension. This year we did get a subscription to LEXIA which we have heard great things about over the past few years. Last year we spent a big portion of our grant money to get an entire guided reading program for grades, K-6 which was thousands of books for the classrooms. We have had some guided reading training and then additional resources we were able to purchase this year as well to help the teachers. Teachers in middle school will be getting explicit instruction training which we are new to. Debby further explained this tool. Jamie then continued with the plan for math. Adam said we were able to offer P.E., Tech, Digital Art, and Math Essentials in all the grades (apart from Digital Art that was only for grades 3rd through 5th). The math lab is a hands-on experience in addition to regular math. We did hire a wonderful math lab teacher in April who this fall will be able to individualize groups and centers based on the data. We do offer math intervention as well. Teachers still use Wednesday, early release time to work in PLC's. We also continue with our Kagan cooperative learning. We also have a curriculum director this coming year that will help with making sure our curriculum maps are aligned and that our teachers understand the curriculum. Additionally, we have a teacher coach this year.

For student mental health, we have CPI training for all staff. CPI training is basically de-escalation techniques. This is our 3rd year for Leader in Me training in the elementary school, and we are implementing it in middle school this coming year. We have the Second Step curriculum which is social emotional learning. We also do surveys 3 times a year to get a pulse on student mental health. Our social workers are good at looking at the data, meeting with the students that indicate they need responses (i.e., having food at home, personal care items).

Initial BMD

NWEA fall to spring data was reviewed and discussed.. Please note science is only given in grades 3-10. Math and reading are given in grades K-11. Jamie mentioned, we continue to hold data drop meetings to review each student individually. These meeting help identify the students who need the most intensive or additional support and then we will make sure we continue to work with those students. There were not any questions regarding the information presented.

4. Board Strategy & Planning (20 minutes) (use back of page for more notes if needed)

Lori distributed packets regarding the 2022-23 budget amendment. She indicated that she left the November proposed budget on there so we can get a comparison of where we were mid-year versus where we are ending. We are being conservative as usual with the revenues. We are staying at a flat foundational balance. You will notice on the revenues we have shored down our spending on all our grants. Travis communicated that a good portion of that is ESSER funding for HVAC repair for next year.

Motion by Kim Bowman to approve the amended budget ending June 30, 2023. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Budget Approval – Lori moved onto the proposed budget. A portion of ESSER III funding has been carried over to the 23/24 school year. and all our other grants through the end of the year with projected salaries and planned expenses. We have included in here an increase which aligns with the expected state aid foundation allowance adjustment. Travis stated that the House and the Senate approved their version of the budget yesterday and the proposal will go before the governor for her approval. We have done a conservative estimate of a 4% foundation allowance increase, however, recent information shows that there may be a 5% increase.

Lori stated that the expectation is that we will remain at our current enrollment and that there will be an increase in per-pupil funding. As far as the 4%, we have passed that along to our staff for the most part. We have also had modest healthcare increases. Building services has stayed the same with added support to Human Resources staff. IT costs have increased slightly due to the QCS increase in devices managed.

Doug asked what the school's fund balance target was? Travis explained that our target is 20% of fund balance by budgeting conservatively.

Sherry asked that we go back to the amendments and take each one separately to vote upon.

Motion by Kim Bowman for the adoption of resolution for the amendment of the general appropriations budget for the 2022-23 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by Kim Bowman for the adoption of the debt service appropriation resolution for the 2022-23 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Initial BMD

Motion Carried

Motion by Kim Bowman for the adoption of the food service appropriation resolution for the 2022-23 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by Kim Bowman for the adoption of the special revenue appropriation resolution for the 2022-23 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by LeAnn Loshaw for the adoption of the general appropriations resolution for the 2023-24 fiscal year. Second: Kim Bowman

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by Kim Bowman for the adoption of the debt service appropriation resolution for the 2023-24 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried.

Motion by LeAnn Loshaw for the adoption of the food service appropriation resolution for the 2023-24 fiscal year. Second: Kim Bowman

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Motion by Kim Bowman for the adoption of the special revenue appropriation resolution for the 2023-24 school year. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Discussion: None

Motion Carried

Oath of Office for Kim Bowman was administered for her term through 2026.

Travis honored Sherry for her hard work and dedication to the school. Sherry was presented with a plaque for her years of service to Landmark. Sherry expressed her thanks and well wishes for Landmark.

5. Adjournment: The next regular board meeting will be July 27, 2023, at 12:00pm.

Motion by Kim Bowman to adjourn at 1:42 p.m. Second: LeAnn Loshaw

Aye: 3 Opposed: 0

Initial BMD

Discussion: None

Motion Carried

Board Secretary Signature B. Onardo

Date 7-27-2023

Initial BMD