

## Michigan Virtual Charter Academy

### Public Hearing for Annual Operating Budget for 2011-12

#### Regular Meeting Minutes

June 15, 2011

10:00 AM

Clark Hill Law Offices  
151 S. Old Woodward Ave., Suite 200  
Birmingham, MI 48009  
and  
via conference call at  
(888) 824-5783 x66847092#

1. *Public Hearing on Annual Operating Budget*

Public Hearing was opened by President Marlow at 10AM.

2. *Call to Order*

President Marlow called the meeting to order at 10:19AM.

3. *Roll Call*

**Present:** Director Marlow, Director Bender, Director Pye, Director Odum, Director Tolle; Director Taylor was unable to connect with the published conference call # and joined call at 11:30am.

**Absent:** None

**Also in attendance:** Jim DeKorne (GVSU), Alan Szuma (Clark Hill), Stephanie Hargens and Susan Brown (MVCA), Gregory Terrell and Diane Simpkins (Gregg Terrell and Co.) and via conference call Kelly Gnepper (K12), JP Champine and Lindsay Romagnoli (JonesLangLaSalle)

4. *Approval of Agenda*

**Motion** to approve as amended by Director Bender

**Seconded** by Director Tolle

**Approved:** unanimous

5. *Approval of Minutes of Previous Meeting – May 25, 2011*

**Motion** by Director Tolle

**Seconded** by Director Pye

**Approved:** unanimous

6. *Public Comment* (limited to agenda items)

No public comment taken

7. *Old Business*

a. *Update and discussion on data metrics committee findings*

Director Bender informed the Board that Director Taylor has sent this committee an e-mail with further ideas and asked for this topic to be tabled until July, so the committee can integrate these ideas and propose a completed draft version to the Board as a whole.

b. *Report on 3 possible Detroit Center sites*

JP Champine of JonesLangLaSalle presented tentative construction figures and timetables for the 3 sites. There was also a brief discussion with the board and Head of School re: the possibility of opening a Detroit center for second semester on Jan. 22<sup>nd</sup> and having all Passport students outside of the Grand Rapids Learning Center area taught synchronously online. The board asked that the pros/cons of each site be compiled and given in a report to each board member prior to the July meeting for their review for further discussion and possible action. The deadline for the inclusion of any site in the agenda for the GVSU-Board of Directors Nov. 5<sup>th</sup> meeting is Sept. 15<sup>th</sup>. Mr. Champine recommended that once the board has made a decision to approve a specific site for the center, that the board attorney draw up a letter of intent to be given to the landlord.

- c. *Motion to approve April invoices*  
**Motion** by Director Bender  
**Seconded** by Director Tolle  
**Approved:** unanimous
- d. *Motion to approve April balance sheet*  
**Motion** to approve as presented by K12 by Director Odum  
**Seconded** by Director Bender  
**Approved:** unanimous
- e. *Motion to approve remaining invoices prepaid by K12 and verified in writing by Plante Moran by*  
**Motion** by Director Bender  
**Seconded** by Director Tolle  
**Approved:** unanimous

8. *New Business*

- a. *Motion to approve May invoices*  
 Director Bender asked that in the future, the invoices have more descriptors on them so they are easily understood, and he questioned the Misc. # as compared with other form #'s. Stephanie suggested a conference call with K-12 to review format.  
**Motion** to approve by Director Bender  
**Seconded** by Director Pye  
**Approved:** unanimous
- b. *Motion to approve proposed budget for 2011-12 school year*  
 There was a brief discussion on the status of state budget. All school boards need more clarification from the State before anyone will know what to expect in state aid.  
**Motion** by Director Tolle  
**Seconded** by Director Bender  
**Approved:** unanimous
- c. *State Aid Note application*  
 Alan Szuma explained that the money from this note is meant to cover school expenses until state aid is received after the Friday student count in September. Signing this application does not commit the Board to taking out the loan, but just notifies the State that it is interested in the possibility. Mr. Souma said that the application fee will be approximately \$800. Kelly Gnepper also told the Board that K12 is willing to defer payments until after state aid is received in the fall as an alternative method of meeting summer expenses.  
**Motion** to approve application for State Aid by Director Bender  
**Seconded** by Director Pye  
**Ayes:** Directors Taylor, Marlow, Bender, Pye, and Odum  
**Nays:** Director Tolle  
**Motion approved.**
- d. *Presentation by Mr. Gregory Terrell of Gregg Terrell and Co.*  
 Mr. Terrell introduced himself and his colleague, Diane Simpkins, to the Board and gave an overview the services that his auditing company will be performing for the Board and his company's methods. He said that he would be sending a request for documents needed for this process within the week.
- e. *Discussion of open enrollment for Passport Program students*  
**Tabled** by President Marlow due to time constraints
- f. *Election of officers for 2011-12*  
**Motion** by Director Pye to re-elect all previous officers to their posts  
**Seconded** by Director Tolle  
**Approved:** unanimous  
 Director Tolle, recommends the roles of Treasurer and Vice-President be combined.  
**Nomination** of Director Odum as Vice-President by Director Pye  
**Seconded** by Director Bender  
**Approved:** unanimous

g. *Designation of CAO, Depository for State School Aid Funds, Designation of Account Signatory, Designation of Newspaper of Record, Designation of Principal Office & Public Notice Posting Location, Approval of Schedule of Regular Meetings, Designation of FOIA Coordinator, Office of Civil Rights Representative, Title I Representative, Title IX Representative, AHERA Contact, Homeless Children and Youth Liaison, Legal Counsel, and Independent Audit Firm*

Please see "Resolution Regarding Organizational Matters"

**Motion** to approve Resolution Regarding Organizational Matters by Director Pye  
**Seconded** by Director Tolle

**Approved:** unanimous

9. *Other Business*

No other business

10. *School Update*

**Tabled** by President Marlow due to time constraints

11. *Authorizer's Comments*

**Tabled** by President Marlow due to time constraints. Jim DeKorne will email information re: annual evaluation of Board growth and performance for review and discussion in July.

12. *Adjournment*

**Motion** by Director Bender at 1:09PM.

**Seconded** by Director Tolle

**Approved:** unanimous

The undersigned duly qualified and acting Secretary of the Board of Directors of the Michigan Virtual Charter Academy, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on June 15, 2011, the original of which is a part of the Board's minutes and further certifies that a notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

  
Acting Secretary, Board of Directors  
President

Minutes available at:

Michigan Virtual Charter Academy, 678 Front Avenue NW, Suite 190, Grand Rapids, MI 49504, and on the Michigan Virtual Academy website, [www.K12.com/MVCA](http://www.K12.com/MVCA)