

**WINDOVER HIGH SCHOOL BOARD OF DIRECTORS**  
919 Smith Road  
Midland, Michigan 48640

Wednesday, August 19, 2020  
4:00 p.m.

**REGULAR MEETING MINUTES**

**MISSION STATEMENT: To provide the social and academic skills that will guarantee successful high school completion in an alternative learning environment that accepts the individual challenges, while enhancing the strengths of all students, enabling them to become successful, contributing members of the community.**

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

I. **Call to Order:** Roll Call

<u>Board of Directors</u>		<u>Administration</u>	
President - Cheri King	X	Trustee – _____	
Vice President – Jan McGuire	X	Principal/CAO – Marcella Mosqueda	X
		_____ Board Recording Secretary,	
Secretary - Mary Yeomans	X	Carin Daly	X
Treasurer – Eric Rychwa	_____		

II. **Public Comments:**

No public present

III. **Additions, Corrections, Deletions:**

A. To approve

IV. **Business of the Board:**

- Approved the purchase of 2 temperature scanners in the amount of \$5,976.52
- Tabled approving ETC contracts for staffing
- Approved changes to the student handbook for the 2020 – 2021 school year
- Approved changes to the staff handbook for the 2020 – 2021 school year
- Tabled approval of Board Policies and Administrative Guidelines
- Approved the appointment of Carin Daly as Board Recording Secretary for the 2020-2021 school year. Compensation for services shall be \$85.00 per meeting, payable as a contracted service.
- Approved Windover High School curriculum as presented for the 2020-2021 school year
- Edgenuity CTE course list as presented for the 2020-2021 school year.

**V. Consent Agenda:**

Moved by McGuire, supported by Yeomans, that the Windover Board of Directors approve the following consent agenda as (presented) (corrected) (amended) for the August 19, 2020 Regular Board Meeting.

1. Minutes

July 15, 2020 Regular Meeting minutes be approved as prepared and (presented) (corrected).

June 15, 2020 Organizational Meeting minutes be approved as prepared and (presented) (corrected).

1. Treasurer's Report

**JULY 2020**

The financial reports as presented and the bills be approved in the following amounts:

The accts payable for June is	\$ 44,572.81
Loan Payment	\$ 1,242.79
2% MCESA Admin Fee	\$ <u>2,322.08</u>
	\$ 48,137.68

Chippewassee Fund Balance: \$ 21,036.84

Food Service Budget: \$ 6,466.68

**Donations:**

\$100 Donation for Flood Restoration by Bob Balwinski

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried: 3 - 0

**VI. Discussion/Reports:**

A. **Programs & Services**

1. Enrollment/Attendance (A)

- Projected enrollment for GLBEC is 35
- Projected enrollment for Culinary Arts is 30
- Number of housed students is 80

2. Partnerships (D)

- Nothing at this time

3. COVID-19 Virus Update

- Emergency Fund items are starting to come in, such as: screens, face shields, sanitizing stations, 6ft. spacing signage, fogger, and temperature machine
- Plans in place for virtual and remote learning
- Foodservice needs to be provided for students with bus service

#### 4. CTE/Culinary Update (D)

- Construction working on kitchen now
- Should be ready by the start of school

#### 5. Flood Update

- Holes in classroom next to kitchen needs replacing, door and frame will get quote
- Area next to sick room has exposed pipes need fixed
- Science and other classroom has exposed pipes that need covering
- Denied by FEMA. SBA contacted and information sent and application withdrawn
- Midland County Emergency Management sent more information for contacts for funding
- Charter organization contacted for help
- Possible bank loan as last option
- Marcella has applied for library furniture grant
- Grant applied for from a church
- On Aug. 27th- Dow donating benches for landscaping

#### 6. Other

### A. **Marketing**

#### 1. Communications and Acknowledgements (B)

- Gift Card for Susan
- Needed money for card fund

#### 2. Marketing Opportunities (D)

- nothing at this time

#### 3. Marketing Plan – GLBEC (D)

- nothing at this time

#### 4. Other

### A. **Financial & Funding**

#### 1. State Aid Report (B)

- Reviewed and accepted

#### 2. ETC Contracts

- Have not received contracts from ETC yet

#### 3. Bids – Custodial, Transportation, HR, Vape Detectors, Cameras, Lawn Care, Electrical Restoration (D)

- None at the time

#### 4. Paying Off School Loan/Amortization Schedules

- Board has agreed to pay off the loan.

#### 5. Other

### D. **People & Governance**

#### 1. Changes to Student Handbook

- Addition P.6- banning Confederate flag and Swastika
- Bullying policy

**2. Changes to Staff Handbook**

- Addition of banning Confederate and Swastika

**3. Board Policies and Administrative Guidelines**

- Next meeting to discuss

**4. Appoint Carin Daly as Board Recording Secretary**

- 

**5. Vacant Board Position**

- Deadline for suggestions by Sept. meeting to be voted upon at Oct. meeting

**6. ESP Evaluation Process (B)**

- on hold

**7. Administrative Activities (A)**

- none at this time

**8. Staff/Student Activities (A)**

- New Edgenuity teaching position needed

**9. Other**

- none at this time

**VII. Action Items:**

- A. Moved by Yeomans supported by McGuire, the Windover Board of Directors approved the purchase of 2 temperature scanners in the amount of \$5,976.52.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried:3-0

- B. Moved by \_\_\_\_\_, supported by \_\_\_\_\_, that the Windover Board of Directors approve ETC contracts for staffing.

**\*\*tabled until September's meeting\*\***

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	___	___	Yeomans	___	___
McGuire	___	___	Rychwa	___	___
	___	___		___	___

Motion carried: -

- D. Moved by McGuire, supported by Yeomans, that the Windover Board of Directors approve changes to the student handbook for the 2020 – 2021 school year.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried:3-0

- E. Moved by McGuire, supported by Yeomans, that the Windover Board of Directors approve changes to the staff handbook for the 2020 – 2021 school year.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried:3-0

- F. Moved by \_\_\_\_\_, supported by \_\_\_\_\_, that the Windover Board of Directors approve Board Policies and Administrative Guidelines.

**\*\*Tabled until September's Meeting\*\***

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	___	___	Yeomans	___	___
McGuire	___	___	Rychwa	___	___
	___	___		___	___

Motion carried: -

- G. Moved by Yeomans, supported by McGuire, that the Windover Board of Directors appointed Carin Daly as Board Recording Secretary for the 2020-2021 school year. Compensation for services shall be \$85.00 per meeting, payable as a contracted service.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried:3-0

- H. Moved by McGuire, supported by Yeomans, that the Windover Board of Directors approve Windover High School curriculum as presented for the 2020-2021 school year.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	X	___	Yeomans	X	___
McGuire	X	___	Rychwa	___	___
	___	___		___	___

Motion carried:3-0

- I. Moved by Yeomans, supported by McGuire, that the Windover Board of Directors approve Edgenuity CTE course list as presented for the 2020-2021 school year.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	<u>_x_</u>	___	Yeomans	<u>_x_</u>	___
	-				
McGuire	<u>_x_</u>	___	Rychwa	___	___
	-				
	___	___		___	___

Motion carried:3-0

- J. Moved by \_\_\_\_\_, supported by \_\_\_\_\_, that the Windover Board of Directors
- 
- 

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
King	___	___	Yeomans	___	___
McGuire	___	___	Rychwa	___	___
	___	___		___	___

Motion carried: -

**VIII. Adjournment:**

Moved by Yoemans, supported by McGuire, that the Windover Board of Directors adjourn at 5:38p.m.

**\*\*The next Windover School Board Meeting is on  
Wednesday, September 16, 2020 at 4:00 p.m.\*\*  
Annual Meeting with MCEA - Monday, October 5, 2020**

**\*\*Monday, Oct. 5th at 4:00pm annual meeting with Charter Organization**