

*Arbor Preparatory High School
Board Meeting Minutes
Thursday, May 7, 2020 at 12:00 pm*

Meeting held virtually via Google Meets

BOARD OF DIRECTORS	PRESENT	UNABLE TO ATTEND
Keith Boruta – Vice President		X
Andrew Brown – Director	X	
Dr. William Kennelly – President	X	
John Biskner – Treasurer	X	
Christine Sturm – Secretary	X	

Non-Board Members Attending:

- 1) Dave Angerer – Director of Educational Services
- 2) Travis Batt – Principal
- 3) Brittany Cook – Field Representative, BMCC
- 4) Carlos Hall – Assistant Principal and Teacher
- 5) Sean McAnally – Board Representative, PrepNet
- 6) Scott Stine – Assistant Principal and Athletic Director
- 7) Joe Urban – Board Legal Counsel

1. CALL TO ORDER

Dr. Kennelly called the meeting to order at 12:02 p.m.

2. ROLL CALL AND APPROVAL OF AGENDA

Roll call was taken.

A motion was made by Mr. Brown and supported by Mr. Biskner to approve the agenda as presented. The motion was approved unanimously by roll call vote.

3. PUBLIC COMMENT

No public comments were given.

4. MANAGEMENT REPORTS

Mr. Batt provided an update on online learning, upcoming events (including drive-in graduation on May 29).

Monthly Financials & Invoices

Mr. McAnally and Ms. Kaleefey presented the monthly financials.

5. ANNUAL ORGANIZATIONAL MEETING

a. Approval of the Annual Organizational Items Resolution

A motion was made by Mr. Biskner and supported by Mr. Brown to approve the Annual Organizational Items Resolution with the following designations:

- Board Officers comprised of Dr. Kennelly as President, Mr. Boruta as Vice President, Mr. Biskner as Treasurer, and Ms. Sturm as Secretary;
- The Board Treasurer as the School's Chief Administrative Officer (CAO) and the Controller of PrepNet as the agent of the CAO to assist the CAO with the performance of the CAO's duties under the Budgeting and Accounting Act;
- Dr. Kennelly and Mr. Biskner as members of the Discipline Appeal Committee for the 2020-21 school year;
- The Board Representative as the school's Freedom of Information Act Officer;
- Joe Urban, Clark Hill PLC, as Board Legal Counsel;
- Jason Pater as AHERA Contact; and
- The Principal as Title VI, Title IX, and Section 504 Coordinator

The motion was approved unanimously by roll call vote.

6. COMMENTS BY AUTHORIZER

Ms. Cook updated the Board on Epicenter compliance.

7. BUDGET HEARING

A motion was made by Dr. Kennelly and supported by Mr. Biskner to suspend the Regular Meeting to conduct the Budget Hearing. The motion was approved unanimously by roll call vote and the Budget Hearing was convened at 12:28 p.m.

a. 2020-21 Preliminary Budget Discussion

Ms. Kaleefey presented the preliminary 2020-21 preliminary budget, including the per-pupil funding reductions recommended by the Authorizer and MAPSA. She state that more information would be made available after the May revenue conference of the state legislature and Governor's office. The opening plan for the fall will depend on state and authorizer guidance, including a possible hybrid model with less students in the building per day with synchronous online learning. She stated expenses are being tightening up where possible, including not back-filling vacated positions if appropriate.

b. Public Comment on 2020-21 Preliminary Budget

No public comments were given on the 2020-21 preliminary budget.

A motion was made by Mr. Brown and supported by Mr. Biskner to adjourn the Budget Hearing and resume the Regular Board Meeting. The motion was approved unanimously by roll call vote, and the Budget Hearing was adjourned at 12:37 p.m.

8. DISCUSSION ITEMS

a. 2019-20 Final Amended Budget

Ms. Kaleefey presented the 2019-20 final amended budget, noting a likely per-pupil funding cut for June, July, and August state aid payments and requirement to ensure final expenses do not exceed ten percent of the object code line item to conform to the Uniform Budget Accounting Act. In response to a question, she stated that PrepNet is in a position to cover anticipated revenue losses this school year and next. She clarified another question from the Board about the budgeted increase in Direct Instruction in anticipation of remaining self-insured medical claims and increased tuition costs for the Early College Program.

b. FY2020 Audit Engagement Letter and Audit Planning

The Board reviewed the FY2020 Audit Engagement Letter and Audit Planning document from BDO.

9. ACTION ITEMS

A motion was made by Mr. Brown and supported by Mr. Biskner to:

- Approve the April 23, 2020 Special Board Meeting Minutes as presented;
- Approve the 2019-20 Michigan General Appropriations Act (2019-20 Final Amended Budget) as presented;
- Approve the 2020-21 Michigan General Appropriations Act (2020-21 Preliminary Budget) as presented; and
- Approve the Board President to sign the Audit Engagement Letter

The motion was approved unanimously by roll call vote.

10. PUBLIC COMMENT

No public comments were given.

11. BOARD COMMENTS

There were no Board comments.

12. ADJOURNMENT

The meeting was adjourned at 12:47 p.m.



Officer of the Board Signature