

Muskegon Covenant Academy
125 Catherine Ave, Muskegon, MI 49442
(231) 720-3100

Board Meeting
MUSKEGON COVENANT ACADEMY
BOARD OF DIRECTORS

Date: April 17, 2019
Time: 12:00 P.M.
Location: 125 Catherine Ave., Muskegon MI 49442

MINUTES

MEETING TYPE: Regular Special Proposed Approved

A. Call to Order – Asaline Scott called the meeting to order at 12:00 PM

B. Roll Call

Asaline Scott, President	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Dave Sipka, Member	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Jim Fisher, Treasurer	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Donna Secor Pennington, Secretary	<input checked="" type="radio"/> Present	<input type="radio"/> Absent

Other Attendees:

Jon Felske, CAF
Sam Joseph, CAF
Gretchen LaHaie, CAF
Dan Matthews, CAF
Goeff Hansen
Doug McNeil, Legal Counsel
Matt Cawood, GVSU
Tonya Landis, MCA Board Recording Secretary
Mia Clark, MCA Retention Manager
Jim VanBergen, MCA Administrator
Don Hammond, Boys and Girls Club
Deb Hayak, Boys and Girls Club
Jim Tyler, CAF

C. Public Comment on Agenda

None

D. Approval of Agenda

Motion: Jim Fisher motioned to approve agenda
Support: Donna Secor-Pennington seconded the motion
Ayes: 4 Nays: 0

E. Approval/Acceptance of Standard Business

a. Regular Meeting Minutes – February 27, 2019

Motion: Donna Secor-Pennington motioned to approve the regular board meeting minutes
Support: Jim Fisher seconded the motion
Ayes: 4 Nays: 0

A copy of the meeting minutes is available for public inspection at 125 Catherine Ave, Muskegon, MI 49442, within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 62 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Landis (231-720-3100) prior to the meeting.

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- b. GVSU Update-** Board Reception for GVSU Charter Schools went well. MCA board members will need to do a strategic planning session before July. Goeff Hansen will be approved by GVSU board for the board meeting in June.
- c. School Progress Update-** The title audit is today. Hackley Community Care Center has given MCA a substance abuse counselor two days a week for the students. The Graduate Advocate has set up many visits to the school from potential employers and the Army recruiters. The students need more education and exposure to the trades industry.
- d. Legal Matters Update-** Update to Axios agreement to include 401k. Update to AccessPoint agreement to include access to the school accounting program. Board policy updates and termination of daycare contract. Next month an amendment to the CAF/MCA agreement will need to be done to adjust the current fee structure.
- e. Financial Reports-** MCA received a grant to upgrade the garden. Working on a new format that is easier to understand for financials. Applied for a grant for the baby pantry from Gerber and will be getting a visit from them soon. Investments in Milaf are about 2.4%. Hoping to pay off IFF loan in June.

F. Correspondence

Received a card in the mail from a woman in Flint about the good work done by the Academy/Hall.

G. Old Business

None

H. New Business

- a. Approval of the 2018-2019 Amended MCA School Calendar**
Motion: Dave Sipka motioned to approve the amended school calendar
Support: Jim Fisher seconded the motion
Ayes: 4 **Nays:** 0
- b. Approval of the 2019-2020 MCA School Calendar**
Motion: Jim Fisher motioned to approve the new school calendar
Support: Dave Sipka seconded the motion
Ayes: 4 **Nays:** 0
- c. Approval of the 2019-2020 MCA Board Meeting Calendar**
Motion: Jim Fisher motioned to approve the board meeting calendar
Support: Donna Secor-Pennington seconded the motion
Ayes: 4 **Nays:** 0

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d. Approval of the Muskegon Covenant Academy and Axios HR Educational Services Agreement, effective January 1, 2019 to June 30, 2020

Motion: Dave Sipka motioned to approve the agreement

Support: Jim Fisher seconded the motion

Ayes: 4 **Nays:** 0

e. Approval of the Muskegon Covenant Academy updated board policies

Motion: Donna Secor-Pennington motioned to approve the updated policies

Support: Dave Sipka seconded the motion

Ayes: 4 **Nays:** 0

f. Approval of termination of general service agreement with Solutions Learning Academy

Motion: Jim Fisher motioned to approve the termination of the service agreement

Support: Dave Sipka seconded the motion

Ayes: 3 **Nays:** 1

g. Approval of the amended AccessPoint/MCA contract for accounting services

Motion: Jim Fisher motioned to approve the amended contract

Support: Dave Sipka seconded the motion

Ayes: 4 **Nays:** 0

I. Discussion

- 1) National Charter Schools Conference: Asaline Scott and Jim Fisher will be attending
- 2) Board Retreat: TBA
- 3) Board Mission Training (2 members) -Dave Sipka and Donna Secor-Pennington
- 4) MCA Graduation- Wednesday, June 19th @ 6:00 PM
- 5) SCA Graduation- Thursday, June 6th @ 6:00 PM
- 6) KCA Graduation- Thursday, June 27th @ 6:00 PM

J. Public Comment on Non-Agenda Items

None

K. Reminder of Next Board Meeting

Annual Budget Meeting: Wednesday, June 19th, 2019 at 12:00 PM at MCA

Regular Board Meeting: Wednesday, June 19th, 2019 at 12:10 PM at MCA

L. Adjournment

Motion: Jim Fisher motioned to adjourn the meeting

Support: Dave Sipka seconded the motion

Ayes: 4 **Nays:** 0

The meeting was adjourned at 1:20 P.M.

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MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Board Secretary/Recording Secretary

Date

Approved by the Muskegon Covenant Academy Board of Directors on June 19th, 2019.

Board Secretary

Date