

**Will Carleton Academy  
Board of Directors  
2001 W Hallett Rd.  
Hillsdale, MI 49242  
Board Regular Meeting,  
including Public Budget Hearing,  
and Organizational Meeting  
June 11, 2019  
Academy Workroom  
5:15 PM**

**AGENDA NOTES**

- 1. Call to Order**  
Please let Brock and Colleen know if you will not be able to be present or will be late for the meeting.
- 2. Roll Call**
- 3. Public Comments (Limited to Agenda Items only)**
- 4. Approval of Agenda**
- 5. Approval of Regular Meeting Minutes of May 14, 2019**  
Carla Stewart prepared and submitted the attached proposed minutes to the ISD. Approval is requested.
- 6. Public Budget Hearing**  
You are holding the Public Budget Hearing within the Regular Meeting. To do that, you need to take action—motion, second, and majority support—to suspend the rules of the Regular Board Meeting to hold a Public Budget Hearing. At the conclusion of the Public Budget Hearing, you need another motion, second, and majority support to return to the Regular Meeting. Brian Beaudrie will review any revisions to the proposed 2019-20 budget as a result of auditor revisions (See item 9C).
  - A. Motion to Suspend Rules of Regular Meeting for Public Budget Hearing**
    - (1) Purpose:** The purpose of this portion of the meeting is to provide the public with the opportunity to review and make public comment on the 2019-20 budget as required by Michigan law (MCL 141.412).
    - (2) Public Comment:** Open floor to public comment regarding 2019-20 budget.
  - B. Motion to End the Public Budget Hearing and Resume Rules of Regular Meeting for the Approval of the Proposed Budget**
- 7. Organizational Meeting**  
The Board President needs to appoint a Board member, who has no interest in being President, to conduct the Election of Officers as a full slate or to elect the President only. If the President is elected separately, the newly elected President will take over the election of the other officers.
  - A. Election of Officers**

1. President
2. Vice President
3. Secretary
4. Treasurer

You can make any revisions to the Organizational Meeting Resolutions and adopt them individually (one item at a time) or as a whole (items B-Q). All items have suggested information.

- B. Adoption of Resolution Stating Board Compliance with Laws, Rules, and Regulations
  - C. Adoption of Resolution Designating the Person Responsible for Posting Regularly Scheduled and Special Board Meeting Date Notice for the Academy Board
  - D. Adoption of Resolution Designating Public Places to Post Calendar and Individual Meeting Notices of Regularly-Scheduled and Special Meeting Date Notices for the Academy Board
  - E. Adoption of Resolution Designating Depository for Academy Funds
  - F. Adoption of Resolution Designating Principal Print Media Source
  - G. Adoption of Resolution Designating Board Members and Personnel Eligible to Sign Academy Checks
  - H. Adoption of Resolution Designating Personnel Authorized to Negotiate and Implement Contracts with Service Providers (Vendors)
  - I. Adoption of 2019-2020 School Year Calendar
  - J. Appointment of Title IX, Freedom of Information, and Civil Rights Coordinators
  - K. Appointment (or Reappointment) of Legal Counsel
  - L. Appointment (or Reappointment) of External Auditor
  - M. Appointment (or Reappointment) of Chief Administrative Officer
  - N. Appointment (or Reappointment) of Electronic Transfer Officer
  - O. Adoption of Resolution Concerning Reimbursement of Recurring Costs
  - P. Adoption of Resolution Concerning Contact Persons for Sexual Harassment, Section 504 Requests, Asbestos Hazard Emergency Response Act (AHERA), Playground Safety Act, and Family Educational Rights and Privacy Act (FERPA)
  - Q. Designation of School Official to Authorize and/or Order the Suspension or Expulsion of Students and Appointment of a Committee to Review Petitions for Reinstatement and Make Recommendations on Same to Board of Directors
8. Treasurer's Report
    - A. Monthly Financial Report for May 2019/Action  
Brian Beaudrie will send you by separate email the May 2019 financial report for your consideration and approval. Expect to receive the financial report on Wednesday, June 5.
  9. Business Items
    - A. Board Committee Reports—Information & Action  
Brock Lutz will ask each Committee Chairperson for an update.
    - B. Amended 2018-19 General Funds and Special Activity Funds Budgets

Brian Beaudrie has prepared the 2018-19 budgets consistent with Long Range Planning Committee discussions. Brian is meeting with the auditors and will share the Amended 2018-19 Budgets with you at the meeting. Your approval is needed because the Amended 2018-19 budget is the base comparison for the 2019-20 budget.

C. 2019-20 General Funds and Special Activity Funds Budget Resolutions  
Brian Beaudrie is preparing 2019-20 General Funds and Special Activity Funds Budget Resolutions consistent with the Long Rang Planning Committee directions, including support of Academy Director Colleen Vogt, and with auditor adjustments for review, consideration, and approval. The 2019-20 budget included in the packet is the budget reviewed at the May 14 meeting. Brian will bring a slightly revised budget as a result of conversations with the auditor. Brian will bring the Resolutions with him to the meeting. The 2019-20 budget must be approved before June 30, 2019.

D. Appointment of Board Committees  
Brock Lutz will review Board Committee appointments.

10. Business Manager Reports

- A. Director's Report (by Colleen Vogt)
- B. Choice Schools Report (by Sid Faucette and Brian Beaudrie)

11. Extended Public Comment (Limited to Non-Agenda Items)

12. Board Comments

13. Reconfirmation of Next Board Meeting Date: Board Regular Meeting,  
August 11, 2019, 5:15 PM, Academy Workroom

14. Adjournment

**Will Carleton Academy  
Board of Directors  
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    - 1. President**
    - 2. Vice President**
    - 3. Secretary**
    - 4. Treasurer**
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- 8. Treasurer's Report
    - A. Monthly Financial Report for May 2019/Action
  - 9. Business Items
    - A. Board Committee Reports—Information & Action
    - B. Amended 2018-19 General Funds and Special Activity Funds Budgets
    - C. 2019-20 General Funds and Special Activity Funds Budget Resolutions
    - D. Appointment of Board Committees
  - 10. Business Manager Reports
    - A. Director's Report
    - B. Choice Schools Report
  - 11. Extended Public Comment (Limited to Non-Agenda Items)
  - 12. Board Comments
  - 13. Reconfirmation of Next Board Meeting Date: Board Regular Meeting, August 11, 2019, 5:15 PM, Academy Workroom
  - 14. Adjournment

Individuals wishing to address the Board of Directors under Item 3 and 11 above are requested to sign in with the Recording Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Complaints or concerns regarding Board members or school

employees associated with the Academy shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board.

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 meeting of the public. There is a time for public comment during the meeting as indicated on the agenda.

Individuals with special need accommodations should contact the Director's office at 517-437-2000 preferably five (5) business days prior to the meeting.

Proposed minutes of this meeting will be available for public inspection at the Office of the Director, Will Carleton Academy, located at 2001 West Hallett Road, Hillsdale, MI 49242 eight (8) business days after the meeting.

Approved minutes are available within five (5) business days after the meeting at which they are approved. [Open Meetings Act, Public Act 267]

**Will Carleton Academy**  
**Budget Assumptions (Detail)**  
**2019/2020**

Fund: General Fund	For Comparative Purposes			Proposed 2019/20	\$ Change
	Audited 2017/18	Estimated 2018/19			
<b>Instruction</b>					
<b>Basic Programs</b>					
<b>Elementary/Middle School</b>					
Teacher Salaries (includes P.E., Art and Music)	\$ 457,281	\$ 435,000	\$ 470,000	\$ 35,000	
Teacher Assistants Salaries	97,259	50,000	-	(50,000)	
Substitute Salaries	39,590	18,000	10,000	(8,000)	
Benefits (related to teachers, assistants and substitutes)	129,128	175,000	175,000	-	
Teaching Supplies	58,889	40,000	35,000	(5,000)	
Textbooks	1,190	-	-	-	
Miscellaneous Other	13,961	10,000	10,000	-	
<b>Total Elementary</b>	<b>\$ 797,298</b>	<b>\$ 728,000</b>	<b>\$ 700,000</b>	<b>\$ (28,000)</b>	
<b>High School</b>					
Teacher Salaries	\$ 177,907	\$ 192,000	\$ 192,000	\$ -	
Teacher Benefits	35,294	70,000	70,000	-	
Tuition (Dual Enrollment Fees)	17,371	21,500	15,000	(6,500)	
HS Teaching Supplies	5,595	12,500	7,500	(5,000)	
HS Textbooks	4,430	3,000	3,000	-	
Miscellaneous Other	11,957	11,500	10,000	(1,500)	
<b>Total High School</b>	<b>\$ 252,554</b>	<b>\$ 310,500</b>	<b>\$ 297,500</b>	<b>\$ (13,000)</b>	
<b>Summer School</b>					
Teacher Salaries	\$ -	\$ 4,800	\$ 4,800	\$ -	
Teacher Benefits	-	687	687	-	
<b>Total Summer School</b>	<b>\$ -</b>	<b>\$ 5,487</b>	<b>\$ 5,487</b>	<b>\$ -</b>	
<b>Total Basic Programs</b>	<b>\$ 1,049,852</b>	<b>\$ 1,043,987</b>	<b>\$ 1,002,987</b>	<b>\$ (41,000)</b>	

**Will Carleton Academy  
Budget Assumptions (Detail)  
2019/2020**

Fund: General Fund	For Comparative Purposes			\$ Change
	Audited 2017/18	Estimated 2018/19	Proposed 2019/20	
<b>Added Needs</b>				
Teacher Salary - Special Ed	\$ 10,000	\$ 15,100	\$ 15,000	\$ (100)
Teacher Benefits - Special Ed	4,015	6,000	6,000	-
Assistant Salaries - Special Ed	-	20,000	20,000	-
Assistant Benefits - Special Ed	-	8,500	10,500	2,000
CI Classroom	-	55,000	55,000	-
Assistant Salaries - 31a	21,052	39,000	39,000	-
Assistant Benefits - 31a	5,725	11,031	11,031	-
Teacher Salary - REAP	23,858	18,125	18,000	(125)
Assistant Salaries - REAP	6,750	9,000	9,125	125
Teacher Benefits - REAP	7,273	7,693	7,693	-
Teacher Salary - Title I	19,641	27,200	27,000	(200)
Teacher Benefits - Title I	5,740	11,785	11,985	200
Title I Supplies	-	600	600	-
Title IV Supplies	-	20,000	10,000	(10,000)
<b>Total Added Needs</b>	<b>\$ 104,054</b>	<b>\$ 249,034</b>	<b>\$ 240,934</b>	<b>\$ (8,100)</b>
<b>Total Instruction</b>	<b>\$ 1,153,906</b>	<b>\$ 1,293,021</b>	<b>\$ 1,243,921</b>	<b>\$ (49,100)</b>
<b>Support Services - Pupil</b>				
Attendance Office - Hillsdale ISD	\$ 2,616	\$ 2,500	\$ 2,500	\$ -
<b>Total Support Services - Pupil</b>	<b>\$ 2,616</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ -</b>
<b>Support Services - Instructional Staff</b>				
Prof Development	\$ 2,878	\$ 15,000	\$ 20,000	\$ 5,000
Library Salaries	7,895	8,000	-	(8,000)
Library Benefits	975	1,000	-	(1,000)
Library Supplies	2,200	2,000	-	(2,000)
Special Ed Supervision	-	2,500	500	(2,000)
<b>Total Support Services - Instructional Staff</b>	<b>\$ 13,948</b>	<b>\$ 28,500</b>	<b>\$ 20,500</b>	<b>\$ (8,000)</b>



Will Carleton Academy  
Budget Assumptions (Detail)  
2019/2020

Fund: General Fund	For Comparative Purposes			\$ Change
	Audited 2017/18	Estimated 2018/19	Proposed 2019/20	
<b>Support Services - General Administration</b>				
Legal Services	\$ 428	\$ 3,000	\$ 3,000	\$ -
Audit Services	8,850	8,950	8,950	-
Other Professional and Technical Services - Architect	-	7,815	-	(7,815)
Management Services Fee	91,700	87,850	235,445	147,595
Oversight Services Fee - Hillisdale ISD	60,051	59,478	66,046	6,568
Dues & Fees	3,077	3,500	3,500	-
<b>Total Support Services - General Administration</b>	<b>\$ 164,106</b>	<b>\$ 170,593</b>	<b>\$ 316,941</b>	<b>\$ 146,348</b>
<b>Support Services - School Administration</b>				
Principal Salaries	\$ 155,858	\$ 90,400	\$ 90,400	\$ -
Secretary Salaries	55,620	70,000	56,000	(14,000)
Principal/Secretary Benefits	58,453	53,000	60,000	7,000
Postage	2,189	2,000	2,000	-
Equipment Lease	20,090	20,000	20,000	-
Office Supplies	10,019	10,000	10,000	-
Dues and Fees	-	100	100	-
Miscellaneous Other	4,976	5,000	5,000	-
<b>Total Support Services - School Administration</b>	<b>\$ 307,205</b>	<b>\$ 250,500</b>	<b>\$ 243,500</b>	<b>\$ (7,000)</b>
<b>Support Services - Business</b>				
Insurance	\$ 12,283	\$ -	\$ -	\$ -
Bank Fees	456	500	500	-
Dues and Fees	-	7,500	7,500	-
<b>Total Support Services - Business</b>	<b>\$ 12,739</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ -</b>

Will Carleton Academy  
Budget Assumptions (Detail)  
2019/2020

Fund: General Fund	For Comparative Purposes			Proposed 2019/20	\$ Change
	Audited 2017/18	Estimated 2018/19			
<b>Operation and Maintenance of Plant</b>					
Janitor Salaries	\$ 86,642	\$ 83,000	\$	\$ 61,000	\$ (22,000)
Janitor Benefits	7,737	14,000		15,000	1,000
Telephone and Internet	4,723	6,500		6,500	-
Water and Sewer	2,901	3,500		3,500	-
Waste and Trash Disposal	5,080	7,000		7,000	-
Property and Liability Insurance	17,862	18,000		18,000	-
Building Maintenance	22,691	25,000		20,000	(5,000)
Lawn Care/Snow Removal	6,050	7,500		6,000	(1,500)
Gas	16,514	16,500		16,500	-
Electricity	37,225	35,000		35,000	-
Janitor Supplies	19,609	20,000		20,000	-
Supplies - Competitive School Safety Grant Program	-	8,115		-	(8,115)
Capital Outlay	54,020	-		-	-
<b>Total Operation and Maintenance of Plant</b>	<b>\$ 281,054</b>	<b>\$ 244,115</b>	<b>\$</b>	<b>\$ 208,500</b>	<b>\$ (35,615)</b>
<b>Support Services - Pupil Transportation Services</b>					
Pupil Transportation by Contract Carrier - Dial a Ride	\$ -	\$ 2,000	\$	\$ 2,000	\$ -
<b>Total Support Services - Pupil Transportation Services</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$</b>	<b>\$ 2,000</b>	<b>\$ -</b>
<b>Support Services - Central</b>					
Marketing	\$ 21,869	\$ 25,000	\$	\$ 20,000	\$ (5,000)
Prof Development	-	5,000		5,000	-
Personnel Recruitment	-	2,500		2,500	-
Fingerprinting	-	1,000		1,000	-
Technology Services	45,207	37,500		37,500	-
<b>Total Support Services - Central</b>	<b>\$ 67,076</b>	<b>\$ 71,000</b>	<b>\$</b>	<b>\$ 66,000</b>	<b>\$ (5,000)</b>

Will Carleton Academy  
Budget Assumptions (Detail)  
2019/2020

Fund: General Fund	For Comparative Purposes			\$ Change
	Audited 2017/18	Estimated 2018/19	Proposed 2019/20	
<b>Athletic Activities</b>				
Athletic Director Salary	\$ -	\$ 8,500	\$ 12,000	\$ 3,500
Coaches Salaries	16,800	20,000	20,000	-
Benefits - Athletic Director / Coaches	1,859	3,500	3,500	-
Athletic Referees	-	7,000	7,000	-
Athletic Supplies	8,255	10,000	10,000	-
Athletic Dues and Fees	1,310	2,000	1,500	(500)
<b>Total Athletic Activities</b>	<b>\$ 28,224</b>	<b>\$ 51,000</b>	<b>\$ 54,000</b>	<b>\$ 3,000</b>
<b>Total Supporting Services</b>	<b>\$ 876,968</b>	<b>\$ 828,208</b>	<b>\$ 921,941</b>	<b>\$ 93,733</b>
<b>Community Services</b>				
Latchkey Salaries	\$ -	\$ 5,000	\$ 7,500	\$ 2,500
Latchkey Benefits	-	1,000	2,000	1,000
Latchkey Supplies	-	500	1,000	500
<b>Total Community Services</b>	<b>\$ -</b>	<b>\$ 6,500</b>	<b>\$ 10,500</b>	<b>\$ 4,000</b>
<b>Fund Modifications</b>				
Equipment Loan - Principal	\$ 4,376	\$ -	\$ -	\$ -
Transfer to Debt Service	206,966	213,000	213,000	-
<b>Total Fund Modifications</b>	<b>\$ 211,342</b>	<b>\$ 213,000</b>	<b>\$ 213,000</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 2,242,216</b>	<b>\$ 2,340,729</b>	<b>\$ 2,389,362</b>	<b>\$ 48,633</b>
<b>Change in Fund Equity</b>	<b>\$ (115,398)</b>	<b>\$ (149,602)</b>	<b>\$ 131</b>	<b>\$ 149,733</b>
<b>Beginning Fund Equity</b>	<b>\$ 904,959</b>	<b>\$ 789,561</b>	<b>\$ 639,959</b>	
<b>Ending Fund Equity</b>	<b>\$ 789,561</b>	<b>\$ 639,959</b>	<b>\$ 640,090</b>	
<i>Fund Balance as % of Total Revenue</i>	37%	29%	27%	

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Board of Directors  
2001 W Hallett Rd  
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Board Regular Meeting  
May 14, 2019  
Academy Workroom, Room 2  
5:15 PM

## PROPOSED MINUTES

1. Call to Order

Board President Brock Lutz called the meeting to order at 5:19 PM.

2. Roll Call

Members Present: Chris Busch, Sarah Hartzler, Brock Lutz, Rick Schaeerer,  
Luke VanCamp, and Don Westblade

Members Absent: Lisa Roberts

Others Present: Colleen Vogt, Brian Beaudrie, Sid Faucette, Carla Stewart,  
Ronna Steel (HCISD), Belinda Shaffer (HCISD), Jackie Phillips  
and Allen Watkins

3. Public Comments (Limited to Agenda Items Only)

There were no public comments concerning agenda items.

4. Approval of Agenda

It was moved by Hartzler and supported by Westblade to approve the Amended Agenda to move items 6F1, 6F2 and 6H from the Consent Agenda to become agenda items 8E, 8F, and 8G under Business Items. The motion passed unanimously with 6 Ayes and 0 Nays.

5. Hillsdale County ISD 2019-2020 Budget Report

Ronna Steel and Belinda Shaffer presented the Hillsdale County ISD 2019-2020 General Education Budget Report. Board members asked questions about the GE budget as well as the CTE and Special Education Budgets. It was suggested that the CTE and Special Education directors come to a future WCA board meeting.

6. Consent Agenda

- A. Approval of Board Meeting Minutes of April 9, 2019
- B. Monthly Financial Report for April 2019
- C. Revised Board Policy Manual
- D. Resolution Designating District's Election Representative (Hillsdale County ISD)
- E. Resolution to Consider Designation of Electoral Representative & Select ISD Board Candidate (Hillsdale County ISD)
- F. Charter Contract Documents
  - (1) Educational Goals
  - (2) Curriculum

- (3) Staff Responsibilities
- (4) Methods of Accountability and Pupil Assessment
- (5) Admissions Policies and Criteria
- (6) 2019-2020 School Calendar and School Day Schedule
- (7) Age and Grade Range of Pupils Enrolled
- (8) Address and Description of Proposed School Plant; Lease or Deed for Proposed Site; Occupancy Certificate

G. Designation of June 11, 2019 for Public Budget Hearing at 5:15 PM

It was moved by Schaerer and supported by Hartzler to approve the Consent Agenda as amended. The motion passed unanimously with 6 Ayes and 0 Nays.

7. Treasurer's Report

- A. Long Range Planning Committee Report on 2019-2020 Budget  
Brian Beaudrie reviewed budget assumptions used at the direction of the committee to create a draft budget.
- B. Proposed 2019-2020 School Operating Budget  
The board discussed the proposed budget.

8. Business Items

- A. Hillsdale County ISD 2019-2020 Budget  
It was moved by Hartzler and supported by Schaerer to approve the resolution supporting the Hillsdale ISD 2019-2020 General Education Budget with the notation that there is a concern with the declining fund balance. The motion passed with 5 Ayes, 0 Nays and one Abstention.
- B. Board Committee Reports  
Long Range Planning Committee Chairman Don Westblade reported at item 7A that the Committee advances the proposed budget for the Public Budget Hearing and Board consideration.  
Policy Committee Chairman Chris Busch reported that the Policy Manual is now approved for use by the Academy.
- C. Reschedule Organizational Meeting  
It was moved by Busch and supported by Westblade to amend the 2018-2019 Board Calendar to reflect June 11, 2019 as the Organizational Meeting for the Board of Directors for the 2019-2020 school year. The motion passed unanimously with 6 Ayes and 0 Nays.
- D. Board Meeting Calendar  
It was moved by Hartzler and supported by VanCamp to approve the presented 2019-2020 Board of Directors Meeting Calendar. The motion passed unanimously with 6 Ayes and 0 Nays.
- E. Will Carleton Academy Amended Bylaws  
Policy Committee Chairman Chris Busch suggested the following revisions to the Bylaws:
  - (1) Article I: Consistency of the Academy name in the Bylaws and the Policy Manual.
  - (2) Article IV, Section 10: Consistency of Resignation language with the Board Policy Manual.

(3) Article IV, Section 13: Revise Quorum to "Four (4) Directors of the Board constitutes a quorum."

(4) Edits to correct language usage in the document.

It was moved by VanCamp and supported by Hartzler to approve the Bylaws as amended with revision by Kevin Foley. The motion passed unanimously with 6 Ayes and 0 Nays.

F. Will Carleton Academy Amended Articles of Incorporation

Policy Committee Chairman Chris Busch suggested the following revisions to the Articles of Incorporation:

(1) Article I: Consistency of the Academy name in the Policy Manual and the Bylaws.

(2) Article III: Board legal counsel revise for value of assets, if appropriate.

(3) Article IV: Change current resident agent to Colleen A Vogt.

(4) Article XI: Update the year date.

(5) Edits to correct language in the document.

It was moved by Hartzler and supported by VanCamp to approve the Amended Articles of Incorporation as suggested by the Policy Committee. The motion passed unanimously with 6 Ayes and 0 Nays.

G. Board Member Nominations to go to Hillsdale County ISD

Board President Brock Lutz noted that the Board needs to nominate Don Westblade to the Hillsdale County ISD to appointment to the Board and that there is not a second nominee at this time.

It was moved by Hartzler and supported by VanCamp to approve the following Resolution:

Resolved, that the Will Carleton Academy Board of Directors nominates Don Westblade for appointment as a member of the Board of Directors by the Hillsdale County Intermediate School District Board of Education.

The motion passed unanimously with 6 Ayes and 0 Nays.

9. Business Manager Report

A. Director's Report

Director Vogt's written report was presented to the Board. She requested Board approval of the following two items:

Health Curriculum:

It was moved by Schaerer and supported by Hartzler to approve the Health Curriculum as presented. The motion passed unanimously with 6 Ayes and 0 Nays.

Preschool Program:

It was moved by Hartzler and supported by Busch to approve the recommendation to offer a tuition based Preschool Program for 4 year old children at the Academy, effective in the 2019-20 school year. The motion passed unanimously with 6 Ayes and 0 Nays.

B. Management Report

Sid Faucette reported that Choice Schools items were discussed at previous agenda items.

10. Extended Public Comment (Limited to Non-Agenda Items)

Allen Watkins, Parent Forum Liaison, reported that the playground equipment being purchased with the Reverse Raffle funds has been ordered and will be installed over the summer. Mr. Watkins also recommended that the marketing plan be presented to the Parent Forum.

11. Board Comments

Luke VanCamp reported that the Clay Target team has 30 WCA students and 3 NA-J students.

Brock Lutz requested that a flyer be sent home to parents making them aware of the open seat on the Board. He also commented on the meeting with Choice President Sarah Wildey. He was encouraged to have the school take greater advantage of all that Choice has to offer.

Chris Busch commented that he is glad that we are partnering with Choice. He also expressed how impressive our Iowa scores were.

12. Reconfirmation of Next Board Meeting Date

The Regular and Organizational Meetings and Public Budget Hearing will be June 11, 2019 at 5:15 PM.

13. Adjournment

It was moved by Westblade and supported by Hartzler that the meeting be adjourned.

The motion passed unanimously with 6 Ayes and 0 Nays. The meeting adjourned at 7:26 pm.

Proposed minutes respectfully submitted,

\_\_\_\_\_ Date: May 17, 2019  
Recording Secretary

Approved by the Board of Directors at its \_\_\_\_\_ meeting.

\_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. A. Election of Officers

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, to elect officers of the Academy Board as described in Article VII, Section 2, of the Bylaws contained in the Contract between Authorizer and Will Carleton Academy.

Now Therefore Be It Resolved, that the Academy Board hereby elects the following individuals to the respective offices as indicated below for the period of June 11, 2019, through June 30, 2020, or until the next annual organizational meeting of the Academy Board, whichever is first.

\_\_\_\_\_, President  
\_\_\_\_\_, Vice President  
\_\_\_\_\_, Secretary  
\_\_\_\_\_, Treasurer

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board



Will Carleton Academy  
Board of Directors  
RESOLUTION

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

7. B. BOARD COMPLIANCE WITH LAWS, RULES, AND REGULATIONS

Whereas, Will Carleton Academy is a public school academy chartered by Authorizer under the laws of the State of Michigan;

Whereas, Will Carleton Academy Board of Directors recognizes its responsibility to comply with the laws, rules, and regulations governing public school academies; and

Whereas, Will Carleton Academy Board of Directors wishes to be in full compliance with laws, rules, and regulations governing public school academies; now, therefore, be it

*Resolved*, That Will Carleton Academy Board of Directors confirms its responsibility and commitment to be in full compliance with the provisions of Part 6a of the Michigan School Code and subject to the provision of Part 6a, will comply with all other state laws, rules, and regulations applicable to public bodies and public school academies and with federal laws, rules, and regulations applicable to public bodies or school districts; and

*Resolved*, that the Will Carleton Academy Board of Directors publicly states its intent for its employees, contractors, and vendors to be in full compliance with the laws, rules, and regulations that govern business with the Academy.

I hereby certify that the foregoing resolution was adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By. \_\_\_\_\_

Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. C. Adoption of Resolution Designating the Person Responsible for Posting Regularly-Scheduled and Special Meeting Date Notices for the Academy Board

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, that the Academy Director Colleen Vogt is responsible for posting all regularly-scheduled and special meeting date notices for and on behalf of Will Carleton Academy's Board of Directors.

Now Therefore Be It Resolved, that the Academy Director Colleen Vogt is responsible for posting all regularly scheduled and special meeting date notices for and on behalf of Will Carleton Academy.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. D. Adoption of Resolution Approving Board Meeting Calendar and Designating Public Places to Post Calendar and Individual Meeting Notices of Regularly Scheduled and Special Meeting Date Notices for the Academy Board

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Bylaws of Will Carleton Academy call for the Board of Directors to establish the Date, Time, and Place of Regular Meetings and Location of Official Posting for Meeting Notices;

Whereas, the Academy Board has determined, by a majority vote, that the Director or Designee is responsible for posting all regularly-scheduled and special meeting date notices for and on behalf of Will Carleton Academy's Board of Directors in an area that is visible to the public on a 24-hour basis; and,

Whereas, the Academy Board of Directors has determined that the most appropriate place to post notices of meetings is on the front entrance to the Academy located at the outdoor public bulletin board; and,

Whereas, the annual calendar of meeting notices shall be posted no later than ten (10) days after which the annual meeting calendar is approved and individual notices of the regularly-scheduled meetings shall be posted no later than ten (10) days prior to each meeting and special meeting notices shall be posted no later than eighteen (18) hours prior to each meeting.

Now Therefore Be It Resolved, that the Academy Board approves the Board of Directors Meeting Calendar that establishes the second Tuesday of each month, with the exception of July (no meeting) at 5:15 PM, Academy Workroom.

Now Therefore Be It Further Resolved, that the Academy Director Colleen Vogt or Designee is responsible for posting all regularly scheduled and special meeting date notices for and on behalf of Will Carleton Academy in accordance with the terms specified above.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. E. Adoption of Resolution Designating Depository for Academy Funds

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, that County National Bank shall serve as the main depository for funds generated by and on behalf of Will Carleton Academy.

Now Therefore Be It Resolved, that County National Bank shall serve as the main depository for funds generated by and on behalf of Will Carleton Academy.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. F. Adoption of Resolution Designating Principal Print Media Source

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approves the following Resolution:

Whereas, the Revised School Code, Section 308.1267 – Competitive Bidding – requires “*that public school academies advertise for bids for school construction, additions, repairs, and renovations;*” and,

Whereas, the Revised School Code, Section 308.1204a – Annual Educational Report – also provides that “*...the board shall prepare and submit to the state board not later than September 1 each year, and shall provide that each school in the school district distributes to the public at an open meeting not later than October 15 each year, an annual educational report.*” and,

Whereas, the State School Aid Act of 1997 (as amended) requires that “*a local unit shall hold a public hearing on its proposed budget. The local unit shall give notice of the hearing by publication in a newspaper of general circulation within the local unit at least 6 days before the hearing. The notice shall include the time and place of the hearing and shall state the place where a copy of the budget is available for public inspection;*” and,

Whereas, a “*local unit*” is defined by “*Budget Hearing of Local Governments,*” MCL 141.411 to 141.415 as “*a county, township, city, village, authority or school district empowered by the constitution or by law to prepare budgets of estimated expenditures and revenues.*” and,

Whereas, Schedule 7, Section f, of the Contract between Authorizer and Will Carleton Academy requires that written public notice be given to parents and students notifying them of open enrollment dates and procedures; and,

Whereas, the most effective method of written communiqué is advertisement in local and area newspapers; and,

Whereas, the Board of Directors is desirous of designating a principal print media source.

Now, Therefore, Be It Resolved, that the principal print media source identified by the Board of Directors will be Hillsdale Daily News, located at 263 Industrial Drive, Hillsdale, Michigan.

Be It Further Resolved, that written advertisements for open enrollment are not limited to local or area newspapers and may include the use of flyers and brochures provided that, at a minimum, advertisements be conducted through the principal print media source.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy’s Board of Directors at its meeting held on June 11, 2019.

By:

\_\_\_\_\_  
Recorder

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. G. Adoption of Resolution Designating Board Members and Personnel Eligible to Sign Academy Checks with Electronic Signatures

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approves the following Resolution:

Resolved, that County National Bank be, and it is hereby, designated a depository of Will Carleton Academy and that funds so deposited may be withdrawn upon a check, draft, note, or order of the Academy.

Resolved further, that all checks, drafts, notes, or orders drawn against an account established at said Bank be signed by any 2 of the following Board members, Christopher Busch, Sarah Hartzler, Brock Lutz, Rick Shaerer, Luke VanCamp, Don Westblade, and that no checks, drafts, notes, or orders drawn against said Bank shall be valid unless so signed.

Resolved further, that the Board of Directors authorizes the use of electronic signatures through the Specialized Data Systems by Don Westblade and Brock Lutz for the review, approval, and payment of bills, expenses, obligations, and liabilities of the Academy; signing of blank checks is expressly forbidden.

Resolved Further, that County National Bank is hereby selected as depository for the Student Activities Fund and that all checks or withdrawal slips for Student Activities Funds must be signed by Academy Director Colleen Vogt.

Resolved further, that said Bank is hereby authorized and directed to honor and pay any checks, drafts, notes, or orders so drawn.

Resolved further, that this Resolution shall continue in force and said Bank may consider the facts concerning the holders of said offices, respectively, and their signatures to be as set forth in the certificate of the Secretary or the Chief Administrative Officer, accompanying a copy of this Resolution when delivered to said Bank or in any similar subsequent certificate, until written notice to the contract is duly served on said Bank.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. H. Adoption of Resolution Designating Personnel Authorized to Negotiate and Implement Contracts with Service Providers

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approves the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, that Colleen Vogt shall have full authority of the Academy Board, individually and/or jointly, to negotiate and implement contracts with service providers for and on behalf of Will Carleton Academy provided that the contract does not exceed the state approved bid amount; and,

Whereas, the Academy Board has determined, by a majority vote, that copies of all service provider contracts shall be furnished to the individual members of the Board of Directors after the contract has been executed; and,

Whereas, contracts in the amount in excess of the state prescribed bid amount shall be approved by a majority vote of the Board of Directors prior to executing said contracts; and,

Whereas, contracts in the amount in excess of the state prescribed amount shall be subject to competitive bid in accordance with Sections 1267 and 1274 of the Revised School Code.

Now Therefore Be It Resolved, that Academy Director Colleen Vogt is hereby authorized to negotiate and implement contracts with service providers for and on behalf of Will Carleton Academy in accordance with the terms and conditions of this Resolution.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. I. Adoption of 2019-2020 School Year Calendar

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, to establish and adopt an academic year calendar, to apply from August 21, 2019, to June 4, 2020; and,

Whereas, in accordance with the Contract between Authorizer and Will Carleton Academy, "Will Carleton Academy will provide 180 days of instruction and 1,098 regular instructional hours for students in Kindergarten through Grade 12.

Now Therefore Be It Resolved, that the Board of Directors of Will Carleton Academy hereby approves the establishment of an academic year calendar consisting of not fewer than 180 days of instruction and 1,098 instructional hours.

Be It Further Resolved, that said academic year calendar shall be published and posted in a conspicuous place that is available for 7-days, 24-hour public inspection and may be included in other publications (e.g., Student/Parent Handbook) as is deemed appropriate by the Will Carleton Academy's Board of Directors.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Boar



Will Carleton Academy  
Board of Directors  
RESOLUTION

7. J. Appointment of Title IX, Freedom of Information, and Civil Rights Coordinators

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, to appoint an individual(s) to represent Will Carleton Academy's Board of Directors as a Title IX Coordinator, a Freedom of Information Coordinator, and a Civil Rights Coordinator, to receive complaints, questions, concerns, and other issues and to perform other appropriate duties related to the relevant matter, including but not limited to, maintaining a written comprehensive report of occurrences; and,

Whereas, it shall be the responsibility of the Title IX Coordinator, the Freedom of Information Coordinator, and the Civil Rights Coordinator, to inform the President of the Board of Directors of Will Carleton Academy when complaints, questions, concerns, or other issues related to each relevant matter occurs.

Now Therefore Be It Resolved, that the Will Carleton Academy's Board of Directors hereby appoints the following individual(s) to serve in the role of Title IX Coordinator, Freedom of Information Coordinator, and Civil Rights Coordinator.

\_\_\_\_\_  
CSA Area Superintendent Title IX Coordinator

\_\_\_\_\_  
CSA Area Superintendent Freedom of Information Coordinator

\_\_\_\_\_  
CSA Area Superintendent Civil Rights Coordinator

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. K. Appointment of Legal Counsel

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, to retain the legal services of Foley & Robinette ; and,

Whereas, the President of the Will Carleton Academy's Board of Directors is hereby authorized by the Academy Board to negotiate a written contract with the legal firm of Foley & Robinette to provide legal services to the Academy's Board of Directors.

Now Therefore Be It Resolved, that the Will Carleton Academy's Board of Directors hereby appoints the legal firm of Foley & Robinette to represent the Board of Directors of Will Carleton Academy on related legal issues in accordance with the terms and conditions set forth in the written contract between the two parties.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. L. Appointment of External Auditor

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approve the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, to retain the services of the auditing firm of Darnell & Meyering, whose primary address is 20500 Eureka Road, Suite 300, Taylor, MI 48180; and,

Whereas, the President of the Will Carleton Academy's Board of Directors, or her designee, is hereby authorized by the Academy Board to negotiate a written contract with the auditing firm of Darnell & Meyering to provide certain financial services to the Academy's Board of Directors.

Now Therefore Be It Resolved, that the Will Carleton Academy's Board of Directors hereby appoints the auditing firm of \_\_\_\_\_ Darnell & Meyering to provide services to the Board of Directors of Will Carleton Academy on certain financial matters in accordance with the terms and conditions set forth in the written contract between the two parties.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. M. Appointment of Chief Administrative Officer

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_ that the Board approves the following Resolution:

WHEREAS, the Uniform Budget and Accounting Act, Public Act 493 of 2000, requires the Academy to designate a Chief Administrative Officer (“CAO”) and approve a timeline for budget preparation and approval; and,

WHEREAS, the Academy must adopt an operating budget to govern expenditures in the next fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that \_\_\_\_\_ Board Treasurer shall be the CAO and shall have final responsibility for the preparation and presentation of the recommended budget, as well as control of the budget throughout the year.

BE IT FURTHER RESOLVED, that the 2020-2021 timeline for budget preparation and approval shall be as follows:

May 2020	CAO to present proposed 2020-2021 budget to the Board
Before June 30, 2020:	Public Hearing on the proposed 2020-2021 budget; Board adopts
By June 30, 2020:	Annual Budget due in Authorizer’s Office & State of Michigan

BE IT FURTHER RESOLVED, that the CAO shall include in the proposed budget the following information:

FY 2018-2019 Actual Budget Results  
FY 2019-2020 FY results – projected to year-end June 30, 2020  
FY 2020-2021 (July 1, 2020 to June 30, 2021) Proposed Budget  
Other data relating to fiscal conditions considered appropriate by the CAO

BE IT FURTHER RESOLVED, that the annual budget to be adopted no later than June 30, 2020, shall utilize a general appropriation resolution.

BE IT FURTHER RESOLVED, that the Board must approval all budget amendments before expenditures exceed the budget.

I certify that the foregoing resolution was adopted by the Academy Board at a duly noticed open meeting held on June 11, 2019, at which a quorum was present.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. N. Appointment of Automatic Clearing House/Electronic Transfer Officer (ETO)

Moved by \_\_\_\_\_ supported by \_\_\_\_\_ that the Board approves the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, that Board Treasurer shall serve as the Electronic Transfer Officer (ETO) for Will Carleton Academy.

Now Therefore Be It Resolved, that Brian Beaudrie, and the Board Treasurer, are authorized agents to complete electronic transactions on behalf of the Academy's governing board.

Be It Further Resolved, that an officer or employee designated by the Treasurer or ETO is responsible for the local unit's ACH agreements, including payment approval, accounting, reporting, and generally overseeing compliance with the ACH policy; and,

Be It Further Resolved, that the officer or employee responsible for disbursement of funds shall submit to the governing board a monthly written report documenting and detailing the goods or services purchased, the cost of the goods or services purchased, and the department levels serviced by payment.

Be It Further Resolved, that Board Treasurer, acting as Chief Administrative Officer, and the Board Treasurer, are authorized agents to gain web-based access to County National Bank accounts for General Fund and School Service Funds, i.e., Student Activities Fund, Lunch Fund, Debt Service Fund, and other Trust and Agency Funds established by the Board.

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy's Board of Directors at its meeting held on June 11, 2019.

By: \_\_\_\_\_  
Secretary of the Board

Will Carleton Academy Board of  
Directors  
RESOLUTION

6. O. Reimbursement of Recurring Operating Costs

It was moved by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_  
\_\_\_\_\_ to adopt the following resolution regarding reimbursement of  
Choice Schools Associates of recurring operating costs:

WHEREAS, Will Carleton Academy Board of Directors has appointed the Board Treasurer as its  
Chief Administrative Officer with the responsibility for preparation and administration of the  
school operating budget;

WHEREAS, the Academy Board wishes to make payments for goods and services in a timely  
manner, so as to avoid late payment penalties and to benefit from early payment discounts when  
funds are available.

NOW, THEREFORE, BE IT RESOLVED, that the Academy Board approves payment to Choice  
Schools Associates for expenditures for recurring costs included in the Board approved school  
operating budget and school service fund budgets in a timely manner, including but not limited to  
such expenditures as the following:

- Contracts for goods, services, and equipment
- Utilities and other maintenance and operations expenses
- Membership dues and fees
- General operating expenses, including materials, supplies, and marketing
- Professional development
- Employee reimbursements for approved out of pocket purchases

BE IT FURTHER RESOLVED, that the Board approves one month advance payment for payroll  
and benefits as projected by Choice Schools Associates based on Board approved expenditures  
for salaries and benefits in the school operating budget and pending the annual audit;

BE IT FURTHER RESOLVED, that the Board must grant prior approval of obligations of  
Academy funds not included in the Board approved school budgets.

I certify that the foregoing resolution was adopted by majority vote of the Will Carleton Academy  
Board of Directors at a duly noticed meeting held on June 11, 2019, at which a quorum was  
present.

By: \_\_\_\_\_  
Its: Secretary of the Board

Will Carleton Academy Board of  
Directors  
RESOLUTION

7. P. Contact Persons for Sexual Harassment, Section 504 Requests, Asbestos Hazard Emergency Response Act (AHERA), Playground Safety Act, and Family Educational Records and Privacy Act (FERPA)

It was moved by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_  
\_\_\_\_\_ to adopt the following resolution regarding contact persons for sexual harassment, Section 504 Requests, Asbestos Hazard Emergency Response Act (AHERA), Playground Safety Act, and FERPA (Student Records):

Whereas, Will Carleton Academy Board of Directors wishes to confirm its commitment to comply with the intent of the law concerning Sexual Harassment, Section 504, Asbestos Hazard Emergency Response Act, Playground Safety Act, and FERPA;

Whereas, The Board expects its employees, contractors, and vendors to comply with all federal, state, and local regulations; now, therefore, be it

*Resolved*, That Will Carleton Academy Board of Directors designates the CSA Area Superintendent as the contact person for matters concerning Sexual Harassment, Title IX, Section 504, AHERA, Playground Safety, and FERPA.

I certify that the foregoing resolution was adopted by majority vote of the Will Carleton Academy Board of Directors at a duly noticed meeting held on June 11, 2019, at which a quorum was present.

By: \_\_\_\_\_  
Its: Secretary of the Board

Will Carleton Academy  
Board of Directors  
RESOLUTION

7. Q. Resolution to Designate School Official to Authorize and/or Order the Suspension or Expulsion of Students and to Appoint a Committee to Review Petitions for Reinstatement and Make Recommendations on Same to Board of Directors

It was moved by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_ to adopt the following Resolution to Designate School Official to Authorize and/or Order the Suspension or Expulsion of Students and to Appoint a Committee to Review Petitions for Reinstatement and Make Recommendations on Same to Board of Directors.

WHEREAS, Section 380.1311(1) of the Revised School Code allows Boards of Directors to designate specific school officials to authorize or order the suspension or expulsion of pupils; and

WHEREAS, Section 380.1311(6)(d) of the Revised School Code mandates the appointment of a committee to review any petitions for reinstatement and to make a recommendation upon same to the Board of Directors; and

WHEREAS, the law requires that the committee be comprised of two board members, one administrator, one teacher and one parent of a pupil attending the Academy.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Will Carleton Academy designate \_\_\_\_\_ as the school official to authorize or order the suspension or expulsion of pupils as allowed by law; and,

BE IT FURTHER RESOLVED, that the Board of Directors of Will Carleton Academy appoints the following as members of the Petition for Reinstatement Review Committee:

Board Member: \_\_\_\_\_ Brock Lutz \_\_\_\_\_

Board Member: \_\_\_\_\_ Christopher Busch \_\_\_\_\_

Administrator: \_\_\_\_\_ Colleen Vogt \_\_\_\_\_

Teacher: \_\_\_\_\_ Garvin Kruse \_\_\_\_\_

Parent: \_\_\_\_\_ Shannon Clevenger \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by a majority of the Board of Directors of Will Carleton Academy at a meeting held on June 11, 2019.

By: \_\_\_\_\_  
Its Secretary of the Board



**Will Carleton Academy**  
**Budget Assumptions (Detail)**  
**2019/2020**

	For Comparative Purposes			\$ Change
	Audited 2017/18	Estimated 2018/19	Proposed 2019/20	
<b>Fund: General Fund</b>				
<b>Local Sources</b>				
Interest	\$ 41	\$ 40	\$ 40	\$ -
Child Care	-	2,500	5,000	2,500
Miscellaneous Other	24,115	30,000	30,000	-
<b>Total Local Sources</b>	<b>\$ 24,156</b>	<b>\$ 32,540</b>	<b>\$ 35,040</b>	<b>\$ 2,500</b>
<b>State Sources</b>				
Foundation Allowance \$7,871 - 276 (Fall) & 252 (Spring)	\$ 1,997,414	\$ 1,978,215	\$ 2,171,589	\$ 193,374
31A At-Risk	26,777	50,031	50,031	-
Special Ed	4,285	4,376	29,930	25,554
Headlee Obligation for Data Collect	6,650	6,455	6,250	(205)
Early Literacy Grant	-	2,317	-	(2,317)
CTE Per Pupil Incentive	-	550	-	(550)
Financial Analytic Tools	-	441	-	(441)
High School Pupil Supports	1,277	1,434	-	(1,434)
Competitive School Safety Grant Program	-	8,115	-	(8,115)
Early Literacy Grant - Hillsdale ISD	-	11,000	11,000	-
<b>Total State Sources</b>	<b>\$ 2,036,403</b>	<b>\$ 2,062,934</b>	<b>\$ 2,268,800</b>	<b>\$ 205,866</b>
<b>Federal Sources</b>				
Title I Grant	\$ 20,807	\$ 30,277	\$ 30,277	\$ -
Title IIA Grant	4,574	9,308	9,308	-
Title IV Grant	-	20,000	10,000	(10,000)
REAP Grant	37,881	34,818	34,818	-
Special Milk Program	2,997	1,250	1,250	-
<b>Total Federal Sources</b>	<b>\$ 66,259</b>	<b>\$ 95,653</b>	<b>\$ 85,653</b>	<b>\$ (10,000)</b>
<b>Total Revenues</b>	<b>\$ 2,126,818</b>	<b>\$ 2,191,127</b>	<b>\$ 2,389,493</b>	<b>\$ 198,366</b>