

BLACK RIVER PUBLIC SCHOOL
Board Meeting Minutes
November 16, 2009 – 5:30 pm

Item 1. CALL TO ORDER

The regular meeting of the Board of Trustees of Black River Public School was called to order by President Thomas F. Guarr at 5:33 pm on November 16, 2009, in room 209 at the school's Columbia Avenue campus. Recognition was made that a quorum was present.

Item 2. ROLL CALL

Present: Gregory T. Christie, Jane A. Clark, Ruth A. Crouch, Thomas F. Guarr, Lorna Hernandez-Jarvis, Mary M. Mims, Brian E. Porter, Barbara A. Zeller

Absent: Barbara S. Ellis

Staff Present: Shannon Brunink (Head of School), Dwight Avery (Director of Business Services), Rhonda Pardue (Curriculum Director), John K. Donnelly (Dean of Students)

Public Present: Dan Matthews (GVSU Charter Schools Office), Mrs. Gasper (parent)

Media Present: none

Item 3. APPROVAL OF MINUTES

The minutes of October 19, 2009, were approved and accepted as printed upon motion by Mr. Christie, seconded by Ms. Zeller, which unanimously carried. In the Board secretary's absence, Dr. Guarr appointed Ruth A. Crouch to be an assistant secretary to serve as temporary secretary for the purpose of signing the minutes of the October 19, 2009, meeting of the Board of Trustees of Black River Public School pursuant to Section 1201 of the Revised School Code (Section 380.1201 of the Michigan Compiled Laws).

Item 4. ADMINISTRATION REPORT – Shannon Brunink

Project Term 2010. Mrs. Pardue reported that the priority registration period began today and runs until Thanksgiving. The Project Term program of study is available online.

Parent Teacher Conferences. Mr. Brunink related that by shortening the length of each conference slot to 10 minutes including passing time (from 15 minutes in the past) seemed to alleviate the time crunch of past years. In an effort toward going paperless the December grades reports will be posted online for parents to see via their Infinite Campus accounts. There has been nothing but positive feedback with the move to once-a-month teacher newsletters, which replace "what we've been doing" portion for of the narrative grade reports.

Item 5. BUSINESS REPORT – Dwight Avery

Mr. Avery mentioned to the Board that his workload was increased for the past month covering additional responsibilities during the office manager's absence.

Compliance. The *Financial Information Database (FID)* electronic filing for 2008-09 was submitted on time this month to the Michigan Department of Education (MDE). Black River's *IRS Form 990 (Return of Organization Exempt from Income Tax)* November 15 deadline was extended until February 15, 2010. Mr. Brunink and Ms. Crouch have been assisting Mr. Avery in providing some of the information required for the first time using the expanded Form 990 format. A recent *Freedom of Information Act (FOIA) request* for a list of staff names and addresses was denied based on a 2008 Michigan Supreme Court ruling that permits Michigan public schools to exempt staff addresses and telephone numbers from disclosure to protect the privacy of individuals.

Item 6. PRESIDENT'S REPORT / BOARD COMMITTEE REPORTS

Communications and Public Relations. Mr. Brunink reported that chair Barb Ellis held a second marketing club meeting of parents to review issues and generate ideas for continuing to attract students to Black River. Mr. Brunink has communicated with families of fifth graders about soliciting their friends to apply to Black River for sixth grade next year. The Committee is also evaluating how to reach out to new employees of local businesses that are expanding, such as LG Chem and the new Johnson Controls battery facility.

Executive Committee met last week with a full agenda. There will be a director to replace on the Education Associates board and the Committee discussed targeting a particular parent to join the Finance Committee. The ARRA grant issues raised by Mr. Avery and state school aid funding were discussed. Dr. Guarr and Mr. Brunink will be sending out letters in early December for the Annual Fund appeal for support.

Facilities Committee. Driesenga & Associates, the engineering firm that performs semi-annual inspections of property to document the condition of the subsurface geofabric textile barrier, has been asked to suggest options for improving drainage on and around the soccer field. Moderate rainfall currently results in areas of standing water.

Finance and Audit Committee plans to meet in December before the Board meeting after Mr. Avery has drafted a revised general fund budget. Since adoption of the original budget in June, the pupil count came in at 830 students, five students below budget. The state's original foundation allowance appropriation came in at down \$165 per pupil from the prior year (\$55 per pupil unfavorable to the Black River original budget) and the state budget director issued a proration letter in October for an additional \$127 per pupil cut. The Committee will also be evaluating forecast assumptions for the following fiscal year.

Goals Development and Review Committee has no significant activity planned until the mid-year review in January.

Item 7. OLD BUSINESS

There was no additional old business raised for discussion by the Board.

Item 8. NEW BUSINESS

There was no additional new business raised for discussion by the Board.

Item 9. OPEN FORUM / COMMENTS FROM THE PUBLIC

Dan Mathews announced that GVSU would like to help celebrate the Black River Jazz Band's trip to New York's Lincoln Center by making a \$2,000 donation toward the cause. He also reported that the Board training requirement has been met so that the GVSU mini-grant will include \$5,000 for Board member training in addition to the \$50 per student amount. Dr. Guarr expressed the School's thanks and appreciation for GVSU's support.

Item 10. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:49 pm.

NEXT MEETING: The next regular meeting is scheduled for 5:30 pm on Monday, December 21, 2009, at Black River Public School's 491 Columbia Avenue campus.

Respectfully submitted,
