

The Chatfield School Board of Directors Meeting

August 15, 2024 - 8:00 AM

1. Call to Order Time: 8:00 AM

2. Roll Call: Dumas - Present, Muir - Present, Poniatowski - Present, Viers - Present, Amboy – Absent.

3. Approval of Meeting Minutes from July 18, 2024: Motion by Poniatowski and second by Viers to approve the meeting minutes from July 18, 2024. Ayes – Dumas, Muir, Poniatowski, Viers. Motion carried.

4. Correspondence – Letter from SVSU regarding Board Conflict of Interest Questionnaire. Letter from Mattina, Kent, and Gibbons (scope of audit)

Young reminded the Board that, as part of the annual audit by Mattina, Kent, and Gibbons, each board member is required to complete the Board Conflict of Interest Questionnaire promptly when received. Dumas and Muir have completed as part of their reappointment to the Board in July 2024.

5. Financial Items:

a. The Board reviewed invoices/checks #27891- 27933 and manual checks #8767 - 8768 for the period July 1, 2024 – July 31, 2024. Invoices appear at the end of the minutes. There were no capital project checks.

b. CMC Financials invoices/checks #5237-5241 and manual checks #1675 – 1679.

c. The Board reviewed the Monthly Statement of Operations as of 8/12/2024, the SVSU Cash Flow Report, and the Monthly SVSU Compliance Report.

d. Motion by Poniatowski and second by Dumas to approve the financial items from July 18, 2024. Ayes – Dumas, Muir, Poniatowski, Viers. Motion carried.

6. New Business:

a. Bill Kraly reviewed the changes to the Student Handbook for the 2024-2025 school year. There were no questions from the board. Motion by Poniatowski and second by Viers to approve the Student Handbook. Ayes – Dumas, Muir, Poniatowski, Viers. Motion carried.

- b. Young provided an enrollment update. The school continues to be at maximum levels for enrollment, adding students for new staff members.
- c. Young also reviewed the School Emergency Operations Plan. There were no changes from the prior year.
- d. Before discussing the HR Board Subcommittee formation, Young and Poniatowski made separate statements related to a 2023 email received by Young concerning the Academy's former music teacher. After the Board discussion regarding this email, Young proposed the establishment of the HR Board Subcommittee to help ensure appropriate oversight over human resource decisions. More details regarding this Subcommittee will be discussed in upcoming board meetings.
- e. New staff members were introduced to the board for the upcoming 2024-25 school year.

7. Chatfield School Directors Report:

- a. Kraly provided an update on the upcoming school activities.

8. CMC Directors Report

- a. Young stated that there is a review underway of the current structure of the management company. There is no intention of creating a for-profit management company, but instead a review of other academy structures.

9. Public Comment

- a. No sign-up sheet was provided for the public comment portion of this meeting. Several teachers were in attendance and expressed significant concern regarding item 6d above, as before this meeting they were unaware, and understood the directors to be unaware, of any prior allegations against the Academy's former music teacher.

10. Adjournment

- a. The meeting was adjourned at 9:30 AM.

Board Secretary Signature: _____ Date: _____