

**New School High Board of Directors Meeting  
MEETING MINUTES - Approved**

**Date: Wednesday, October 29, 2014**

**Time: 6:30 pm**

**Location: Plymouth Township Offices, 9955 Haggerty, Plymouth MI 48170**

**1. Call to Order**

The meeting was called to order by Gayla Houser at 6:34 pm.

**2. Roll call**

Present: Gayla Houser, Joanne Lamar, Carey Gary.

Absent: Mike Wright, Karen Phillippi

Guest: Orlando Castellon

**3. Approval of the Agenda**

Joanne Lamar moved to accept the agenda. Carey Gary seconded.

The agenda was accepted by unanimous vote.

**4. Approval of the Minutes of September 24, 2014**

Ms. Lamar moved to approve the minutes. Ms. Gary seconded.

Discussion: Cyndi Burnstein shared Mike Wright's suggestion that listing guests in the minutes be re-instated. This is reflected in the minutes recommended for approval.

The minutes were accepted by unanimous vote.

**5. Public Comment (on Agenda items only): None**

**6. Administrator's Report**

**A. Community Awareness Update**

Ms. Gary and Ms. Burnstein described the High School Night they attended on October 28 at the Canton Charter Academy. The event was hosted by the Canton Charter Academy and Achieve Academy. Ms. Burnstein shared materials she prepared for the meetings, including enrollment information and forms. She also explained that upcoming informational meetings on November 13, November 23, and December 1 will be advertised in the local and surrounding communities via print ads, digital ads, email messages to friends, on Facebook, and small signs posted locally. Ms. Houser recommended having the events listed in the community calendars of the Detroit Free Press, Detroit News, and Observer network of newspapers.

**B. Year 1 Implementation Grant Update**

Ms. Burnstein shared the expenditures to date and described the purchase, moving, and storage of furniture for the school. She will be attending the GoogleMI conference in Brighton on November 4 to meet with vendors about upcoming technology purchases.

**C. Certification Update Meeting Update**

Ms. Burnstein reported on the Certification Update meeting she attended in Lansing on Friday, October 24. The event informed school administrators on teacher certification requirements and hiring considerations. It was sponsored by MIEM and the MDE.

**7. Treasurer's Report: None**

Discussion: None.

8. Committee Report

A. Update on Facility Lease

Ms. Burnstein shared the review of the lease by CMU and the status of lease negotiations. Errol Goldman will be meeting with the representative of the church on November 19 for continued discussion.

B. Human Resources

Ms. Burnstein described the meeting she attended with Mr. Wright and Mr. Goldman at AccesspointHR in September.

C. Policy Review

Ms. Burnstein reported on the policy development meeting she attended with Joe Urban and Karen Phillippi on October 27. A draft of the document has been completed and will be sent to the board. Starting with the November meeting, a portion of the policy document will be reviewed for approval at each regular meeting.

9. Old Business: None

10. New Business

A. Approval of contract with Cyndi Burnstein, Project Director for the Year 1 Implementation Grant. The execution of this contract is aligned with the plan that was submitted and approved by the MDE at the time the grant was awarded.

Ms. Gary moved to accept the contract. Ms. Lamar seconded.

The motion to approve the contract passed unanimously.

12. Announcements

Ms. Houser, Ms. Gary, Ms. Burnstein, and Judy Arkwright will be attending the CMU Annual Conference on October 30 in Novi.

Mr. Castellon reported on upcoming CMU Events: November 20, the CMU Ethics and Governance seminar on November 20 and First Things First for non-profit organizations with speaker Tom Iselin on December 2.

13. Extended Public Comment: None

14. Adjournment

Ms. Lamar moved that the meeting be adjourned. Ms. Gary seconded.

The meeting adjourned at 7:50 pm

Minutes Certification:

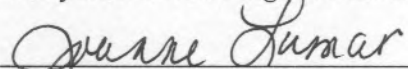
Respectfully Submitted,



Cynthia Burnstein, Recording Secretary

October 29, 2014

Approved by New School High Board of Directors



Joanne Lamar, Board Secretary

~~October 29, 2014~~

November 19