

**Will Carleton Academy
Board of Directors
2001 W Hallett Rd.
Hillsdale, MI 49242
Board Regular Meeting
September 11, 2018
Workroom
5:15 PM**

PROPOSED AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comments (Limited to Agenda Items only)**
- 4. Approval of Agenda**
- 5. Consent Agenda**
 - A. Approval of Board Meeting Minutes**
 - (1) Organizational and Regular Meeting Minutes of August 13, 2018**
- 6. Treasurer's Report**
 - A. Monthly Financial Report for August 2018**
- 7. Business Items**
 - A. Monthly Financial Report for August 2018—Action**
 - B. Amended 2018-19 School Operating Budget—Information**
 - C. Hillsdale ISD**
 - (1) CI Program Plan**
 - (2) Charter Contract with Schedules**
 - D. Building Projects: Science Laboratory, Parking Lot Paving, and Gymnasium**
 - E. Strategic Planning Proposal**
 - F. Appointment of Board Committees**
- 8. Business Manager Reports**
 - A. Director's Report**
 - B. Management Report**
 - (1) Board Policy Manual and Administrative Guidelines**
- 9. Extended Public Comment (Limited to Non-Agenda Items)**
- 10. Board Comments**
- 11. Closed Session**
- 12. Reconfirmation of Next Board Meeting Date: Board Regular Meeting, October 9, 2018, 5:15 PM, Academy Workroom**

13. Adjournment

Individuals wishing to address the Board of Directors under Item 3 and 9 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
Board of Directors
2001 W Hallett Rd.
Hillsdale, MI 49242
Special Meeting
August 13, 2018
Workroom (Room 2)
5:15 PM

Minutes

1. Meeting Call to Order

Acting Board president Lisa Roberts called the meeting to order at 5:30 pm at 2001 W Hallett, Rd, Hillsdale, MI 49242

2. Roll Call

Members Present: Sarah Hartzler, Lisa Roberts, Rick Schaerer and Don Westblade

Members Absent: None

Also Present: Chris Busch, Brock Lutz, Luke VanCamp, Colleen Vogt, Brian Beaudrie, Sidney Faucette, Carla Stewart

3. Public Comments

None

4. Approval of Agenda

It was moved by Schaerer and supported by Westblade to approve the August 13, 2018 Special Board Meeting Agenda as amended to move item 8 C Nomination of Board Members to Hillsdale ISD to item 5 B. The motion passed unanimously with 4 Ayes and 0 Nays.

5. Consent Agenda

It was moved by Hartzler, supported by Schaerer, to approve the Consent Agenda as amended to approve Item 5 A Approval of Board Meeting Minutes, (1) Regular Meeting Minutes of June 5, 2018 and (2) Special Meeting Minutes of June 19, 2018 as presented and to approve item 5B Nomination of Board Members to Hillsdale ISD. The motion passed unanimously with 4 Ayes and 0 Nays.

6. Organizational Meeting

A. It was moved by Hartzler, supported by Schaerer to vacate all offices.

4 Ayes 0 Nays

Election of President: It was moved by Westblade, supported by Schaerer to elect Brock Lutz as President.

4 Ayes 0 Nays

Election of Vice President: It was moved by Hartzler, supported by Schaerer to elect Lisa Roberts as Vice President.

4 Ayes 0 Nays

Election of Secretary:

It was moved by Westblade, supported by Schaerer to elect Sarah Hartzler as Secretary.

4 Ayes 0 Nays

It was moved by Hartzler, supported by Schaerer to elect Don Westblade as Treasurer.

4 Ayes 0 Nays

B. It was moved by Westblade, supported by Hartzler to adopt Resolution B Stating

Board Compliance with Laws, Rules, and Regulations.

The motion passed with 4 Ayes and 0 Nays.

- C. It was moved by Westblade, supported by Hartzler to adopt Resolution C Designating the Person Responsible for Posting Regularly Scheduled and Special Board Meeting Date Notice for the Academy Board.

The motion passed with 4 Ayes and 0 Nays.

- D. It was moved by Hartzler, supported by Schaerer to adopt Resolution D Designating Public Places to Post Calendar and Individual Meeting Notices of Regularly-Scheduled and Special Meeting Date Notices for the Academy Board.

The motion passed with 4 Ayes and 0 Nays.

- E. It was moved by Westblade, supported by Hartzler to adopt Resolution E Designating Depository for Academy Funds.

The motion passed with 4 Ayes and 0 Nays.

- F. It was moved by Hartzler, supported by Schaerer to adopt Resolution F Designating Principal Print Media Source.

The motion passed with 4 Ayes and 0 Nays.

- G. It was moved by Hartzler, supported by Schaerer to adopt Resolution G Designating Board Members and Personnel Eligible to Sign Academy Checks.

The motion passed with 4 Ayes and 0 Nays.

- H. It was moved by Hartzler, supported by Westblade to adopt the Resolution H Designating Personnel Authorized to Negotiate and Implement Contracts with Service Providers (Vendors).

The motion passed with 4 Ayes and 0 Nays.

- I. It was moved by Westblade, supported by Schaerer to adopt Resolution I Adoption of the 2018-2019 School Year Calendar.

The motion passed with 4 Ayes and 0 Nays.

- J. It was moved by Westblade, supported by Hartzler to adopt Resolution J Appointment of Title IX, Freedom of Information, and Civil Rights Coordinators.

The motion passed with 4 Ayes and 0 Nays.

- K. It was moved by Westblade, supported by Hartzler to adopt Resolution K Appointment (or Reappointment) of Legal Counsel.

The motion passed with 4 Ayes and 0 Nays.

- L. It was moved by Westblade, supported by Hartzler to adopt Resolution L Appointment (or Reappointment) of External Auditor.

The motion passed with 4 Ayes and 0 Nays.

- M. It was moved by Schaerer, supported by Hartzler to adopt Resolution M Appointment (or Reappointment) of Chief Administrative Officer.

The motion passed with 4 Ayes and 0 Nays.

- N. It was moved by Hartzler, supported by Schaerer to adopt Resolution N Appointment (or Reappointment) of Electronic Transfer Officer.

The motion passed with 4 Ayes and 0 Nays.

- O. It was moved by Hartzler, supported by Schaerer to adopt Resolution O Concerning Reimbursement of Recurring Costs.

The motion passed with 4 Ayes and 0 Nays.

- P. It was moved by Westblade, supported by Hartzler to adopt the Resolution P 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).

The motion passed with 4 Ayes and 0 Nays.

7. Treasurer's Report

- A. Brian Beaudrie reviewed the Monthly Financial Report for June 2018 and July 2018 as well as the financial condition at the end of fiscal year 2018.

8. Business Items

- A. Monthly Financial Reports for June 2018 and July 2018

It was moved by Hartzler, supported by Schaerer to approve the monthly Financial Reports for June 2018 and July 2018. The motion passed with 4 Ayes and 0 Nays.

- B. Hillsdale County ISD Charter Contract with Will Carleton Academy

It was moved by Schaerer, supported by Westblade to approve the Hillsdale ISD Charter Contract with Will Carleton Academy and to seek review by Board legal counsel, Kevin Foley. The motion passed with 4 Ayes and 0 Nays.

- C. Nomination of Board Members to Hillsdale ISD

The agenda was amended to move this Item to item 5B.

- D. Management Agreement with Choice Schools Associates LLC

It was moved by Westblade, supported by Schaerer to approve the Management Agreement with Choice Schools Associates LLC pending review of the Hillsdale County ISD.

The motion passed with 4 Ayes and 0 Nays.

- E. Appointment of Board Committees

Board members discussed the suggestion to reduce the number of committees from seven to three committees plus the Discipline Committee and decided to wait until the September Board meeting to establish standing committees, other than the Discipline Committee.

It was moved by Westblade, supported by Hartzler to approve the resolution to Designate School Official and Discipline Committee Concerning Suspension and Expulsion of Students.

The motion passed with 4 Ayes and 0 Nays.

9. Business Manager Reports

- A. Director's Report

Director Vogt presented her monthly report and responded to questions of the Board.

- B. Management Report

(1) Strategic Planning Proposal

Board members discussed the strategic planning proposal provided by Sid Faucette and decided to review the plan of action at the September 2018 Board meeting. Board members also discussed initiatives related to the science laboratory, paving the parking lot, and the gymnasium study and the need for architectural services.

It was moved by Westblade, supported by Hartzler to authorize Richard Postema Associates, P.C. to conduct an Architectural Study of the back lot pavement, science lab and gymnasium projects at an estimated cost of \$8,000-\$10,000.

4 Ayes 0 Nays

(2) Board Policy Manual and Administrative Guidelines

Sidney Faucette suggested that the Board review the Board Policy Manual through a Board Policy Manual Committee for future update by the Board.

10. Extended Public Comment

None

11. Board Comments

Chris Busch commented that great things are happening and he is excited about the future of WCA.

12. Reconfirmation of Next Board Meeting Date:

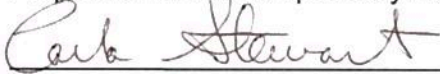
Please note that the Board voted in Resolution 6D to change the meeting date from the first Tuesday of each month except July to the second Tuesday of each month except July.

Lisa Roberts reminded Board members of the next Board Regular Meeting, September 11, 2018, 5:15 PM, Academy Workroom

13. Adjournment

- A. It was moved by Schaerer, supported by Hartzler that the meeting be adjourned.
The motion passed with 4 Ayes and 0 Nays.
The meeting adjourned at 7:47 pm.

Proposed minutes respectfully submitted,



Date: August 13, 2018

Recording Secretary

Approved by the Board of Directors at its _____ meeting.

Board Secretary

Date: _____

RESOLUTION
BOARD OF DIRECTORS NOMINATION OF BOARD MEMBERS

WHEREAS, the Will Carleton Charter School Academy (Academy) is authorized by the Hillsdale County ISD Board of Education (Authorizer) under the Terms and Conditions of Contract, Dated August 13, 2018, and approved by the Will Carleton Academy Board of Directors;

WHEREAS, the Will Carleton Academy Board of Directors believes the following individuals possess the knowledge, skills, and experience to effectively govern as a Member of the Board of Directors of this Academy;

WHEREAS, the following individuals have been re-nominated consistent with the Terms and Conditions of Contract with the Authorizer in a public open meeting with a quorum present before voting to recommend the reappointment of the candidates to membership on the Board of Directors;

RESOLVED, that the Board of Directors of Will Carleton Academy, nominates the following individuals for re-appointment by the Hillsdale County ISD to the Board of Directors of Will Carleton Academy:

Christopher S. Busch

Richard Brock Lutz

Luke VanCamp

Ayes: 4 Lisa Roberts, Sarah Hartzler, Don Westblade, Rik Schaerer
Nays: 0

Certification:

I certify that the Board of Directors of Will Carleton Academy duly adopted the foregoing resolution at a properly noticed open meeting at which a quorum was present.

Lisa Roberts
Secretary of the Board Signature
Lisa Roberts
Secretary of the Board Printed Name
8-13-18
Date

WILL CARLETON ACADEMY
HILLSDALE COUNTY, MICHIGAN

At a meeting of the Board of Directors of the Will Carleton Academy, held at 2001 W. Hallett Road, Hillsdale, Michigan on the 13 day of August, 2018 at 5:15 P.M.

PRESENT: Lisa Roberts, Sarah Hartzler, Don Westblade, Rick Schaerer

ABSENT: None

The following Resolution was offered by Westblade and seconded by Hartzler.

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 Colleen Vogt 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: Lisa Roberts

Administrator: Colleen Vogt

Teacher: Garvin Kruse

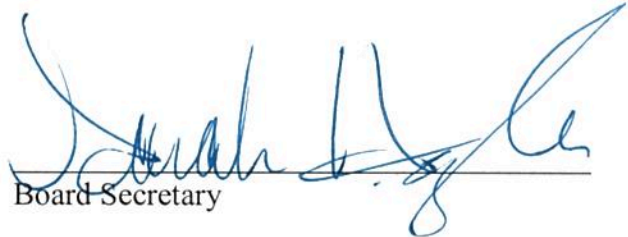
Parent: Shannan Clevenger

Ayes: Lisa Roberts, Sarah Hartzler, Don Westblade, Rick Schaefer

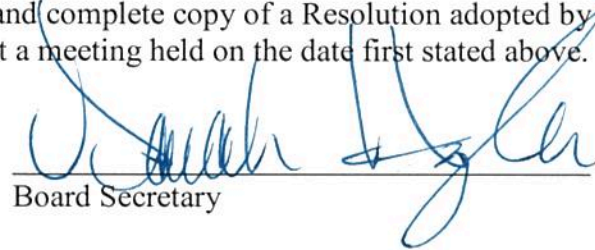
Nays: None

Absent: None

RESOLUTION DECLARED ADOPTED.


Board Secretary

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Directors of Will Carleton Academy at a meeting held on the date first stated above.


Board Secretary

Will Carleton Academy
Board of Directors
RESOLUTION

6. A. Election of Officers

Moved by Don Westblade and supported by Sarah Hartzler 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 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 August 13, 2018, through June 30, 2019, or until the next annual organizational meeting of the Academy Board, whichever is first.

Brock Lutz, President

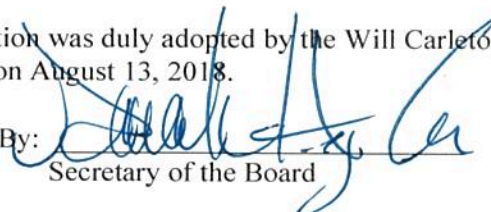
Lisa Roberts, Vice President

Sarah Hartzler, Secretary

Don Westblade, Treasurer

I hereby certify that the foregoing resolution was duly adopted by the Will Carleton Academy Board of Directors at its meeting held on August 13, 2018.

By:


Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

Moved by Don Westblade and supported by Sarah Hartzler that the Board approve the following Resolution:

6. 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

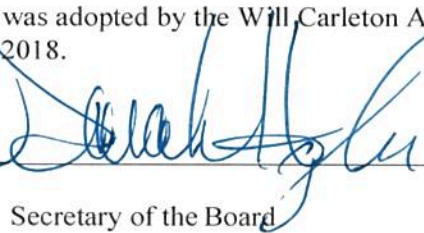
Whereas, Will Carleton Academy Board of Directors wishes to be in full compliance with laws, rules, and regulations governing public school academies; now, therefore, be it

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 August 13, 2018.

By.



Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by ^{Don}Westblade and supported by ^{Sarah}Hartzler 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. 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 Sarah Harteler and supported by Rick Schaefer 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 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'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 ~~First~~ ^{SECOND} Tuesday of each month, with the exception of:

- July (no meeting)
- January (held on second Tuesday, January 8, 2019)
- April (held on second Tuesday, April 9, 2019)
- TIME: 5:15 PM

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 August 13, 2018

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by ^{Don}Westblade and supported by ^{Sarah}Hartzler 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 August 13, 2018.

By 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by Sarah Hartzler and supported by Rick Schaefer 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.

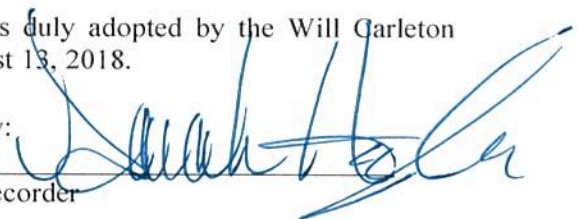
Now, Therefore, Be It Resolved, that the principal print media source identified by the Board of Directors will be Hillsdale Daily News, located at 263 Industrial Drive, Hillsdale, Michigan.

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 August 13, 2018.

By:

Recorder



Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by Sarah Hartzler and supported by Rick Schaerer 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, Christoopher Busch, Sarah Hartzler, Brock Lutz, Lisa Roberts, Rick Schaerer, 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 the 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 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by Sarah Hartzler and supported by Don Westblade that the Board approves the following Resolution:

Whereas, the Academy Board has determined, by a majority vote, that ~~Sidney L. Faucette~~ ^{COLLEEN VOBT} 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 ~~Sidney L. Faucette~~ ^{COLLEEN VOBT} 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. I. Adoption of 2018-2019 School Year Calendar

Moved by ^{Don}Westblade and supported by ^{Rick}Schaerer 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 22, 2018, to June 6, 2019; 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-day, 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. K. Appointment of Legal Counsel

Moved by ^{Don}Westblade and supported by ^{Sarah}Hartzler 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, P.C. 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, P.C. 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 August 13, 2018.

By:


Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. L. Appointment of External Auditor

Moved by Don Westblade and supported by Sarah Hartzler 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. M. Appointment of Chief Administrative Officer

Moved by Rick Schaefer and supported by Sarah Hartzler 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 2019-2020 timeline for budget preparation and approval shall be as follows:

May 2019	CAO to present proposed 2019-2020 budget to the Board
Before June 30, 2019:	Public Hearing on the proposed 2019-2020 budget; Board adopts
By June 30, 2019:	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 2017-2018 Actual Budget Results
FY 2018-2019 FY results – projected to year-end June 30, 2019
FY 2019-2020 (July 1, 2018 to June 30, 2020) 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, 2019, 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 August 13, 2018, at which a quorum was present.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

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

Moved by Sarah Hartzler supported by Rick Schaefer that the Board approves the following Resolution:

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

Now Therefore Be It Resolved, that Sidney L. Faucette, and the Academy 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, is the authorized agent 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 August 13, 2018.

By: 
Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. O. Reimbursement of Recurring Operating Costs

It was moved by Member Sarah Hartzler and supported by Member Rick Schaerer to adopt the following resolution regarding reimbursement of Choice Schools Associates of recurring operating costs:

WHEREAS, Will Carleton Academy Board of Directors has appointed 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 August 13, 2018, at which a quorum was present.

By: 
Its: Secretary of the Board

Will Carleton Academy
Board of Directors
RESOLUTION

6. 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 Don Westblade and supported by Member Sarah Hartzler 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 _____
Sidney L. Faucette and Elizabeth Spaman as the contact persons for matters concerning Sexual Harassment, and Colleen Vogt and Ronald Wiens as the contact person for matters concerning 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 August 13, 2018, at which a quorum was present.

By: 
Its: Secretary of the Board

**Will Carleton Academy
Balance Sheet
August 2018 (Unaudited)**

Fund: General Fund

Assets

Cash-Petty	300.00
Cash-County National	583,362.72
Cash-US Bank #142625000	349.60
Prepaid Expenses-Payroll and Benefits	<u>44,000.00</u>

Total Assets 628,012.32

Liabilities

Accounts Payable	<u>13,181.49</u>
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Total Liabilities 13,181.49

Fund Equity

Beginning Fund Equity	789,560.14
Change in Fund Equity	<u>(174,729.31)</u>

Total Fund Equity 614,830.83

Total Liabilities & Fund Equity 628,012.32

**Will Carleton Academy
Statement of Activities (Summary)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Revenues					
Total Local Sources	5,100.32	5,104.90	13,035.00	(7,930.10)	39%
Total State Sources	-	-	2,022,932.00	(2,022,932.00)	0%
Total Federal Sources	-	-	77,866.00	(77,866.00)	0%
Total Revenues	<u>5,100.32</u>	<u>5,104.90</u>	<u>2,113,833.00</u>	<u>(2,108,728.10)</u>	<u>0%</u>
Expenditures					
Total Basic Programs	24,870.68	26,086.34	974,043.00	947,956.66	3%
Total Added Needs	-	-	116,171.00	116,171.00	0%
Total Support Services - Pupil	654.03	654.03	3,000.00	2,345.97	22%
Total Support Services - Instructional Staff	2,400.73	2,422.57	18,139.00	15,716.43	13%
Total Support Services - General Administration	8,193.00	16,593.00	154,939.00	138,346.00	11%
Total Support Services - School Administration	29,465.05	49,426.38	320,468.00	271,041.62	15%
Total Support Services - Business	4,069.96	4,069.96	13,000.00	8,930.04	31%
Total Operation and Maintenance of Plant	19,384.11	30,751.80	204,023.00	173,271.20	15%
Total Support Services - Central	5,895.23	8,491.54	69,000.00	60,508.46	12%
Total Athletic Activities	3,293.71	3,293.71	29,301.00	26,007.29	11%
Total Fund Modifications	19,023.24	38,044.88	211,500.00	173,455.12	18%
Total Expenditures	<u>117,249.74</u>	<u>179,834.21</u>	<u>2,113,584.00</u>	<u>1,933,749.79</u>	<u>9%</u>
Change in Fund Equity	<u>(112,149.42)</u>	<u>(174,729.31)</u>	<u>249.00</u>	<u>(174,978.31)</u>	

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Local Sources					
Interest	0.07	4.65	35	(30.35)	13%
Miscellaneous Other	5,100.25	5,100.25	13,000	(7,899.75)	39%
Total Local Sources	<u>5,100.32</u>	<u>5,104.90</u>	<u>13,035</u>	<u>(7,930.10)</u>	<u>39%</u>
State Sources					
Foundation Allowance	-	-	1,985,357	(1,985,357.00)	0%
31A At-Risk	-	-	26,790	(26,790.00)	0%
Headlee Obligation for Data Collect	-	-	6,500	(6,500.00)	0%
Special Ed	-	-	4,285	(4,285.00)	0%
Total State Sources	<u>-</u>	<u>-</u>	<u>2,022,932</u>	<u>(2,022,932.00)</u>	<u>0%</u>
Federal Sources					
Title I Grant	-	-	21,407	(21,407.00)	0%
Title IIA Grant	-	-	5,578	(5,578.00)	0%
Title IV Grant	-	-	10,000	(10,000.00)	0%
REAP Grant	-	-	37,881	(37,881.00)	0%
Special Milk Program	-	-	3,000	(3,000.00)	0%
Total Federal Sources	<u>-</u>	<u>-</u>	<u>77,866</u>	<u>(77,866.00)</u>	<u>0%</u>
Total Revenues	<u>5,100.32</u>	<u>5,104.90</u>	<u>2,113,833</u>	<u>(2,108,728.10)</u>	<u>0%</u>

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Instruction					
Basic Programs					
Elementary/Middle School					
Teacher Salaries (includes P.E., Art and Music)	-	-	425,000	425,000.00	0%
Assistant Salaries	-	-	60,000	60,000.00	0%
Substitute Salaries	-	-	20,000	20,000.00	0%
Benefits (related to teachers, assistants and substitutes)	-	-	134,258	134,258.00	0%
Teaching Supplies-General	13,847.15	15,030.14	40,000	24,969.86	38%
Textbooks	6,235.18	6,235.18	1,500	(4,735.18)	416%
Miscellaneous Other	135.00	143.48	10,000	9,856.52	1%
Total Elementary	<u>20,217.33</u>	<u>21,408.80</u>	<u>690,758</u>	<u>669,349.20</u>	<u>3%</u>
High School					
Teacher Salaries	-	-	190,000	190,000.00	0%
Teacher Benefits	-	-	57,285	57,285.00	0%
Tuition (Dual Enrollment Fees)	-	-	17,500	17,500.00	0%
HS Teaching Supplies	2,274.18	2,274.18	6,000	3,725.82	38%
HS Textbooks	2,379.17	2,379.17	1,000	(1,379.17)	238%
Miscellaneous Other	-	24.19	11,500	11,475.81	100%
Total High School	<u>4,653.35</u>	<u>4,677.54</u>	<u>283,285</u>	<u>278,607.46</u>	<u>2%</u>
Total Basic Programs	<u>24,870.68</u>	<u>26,086.34</u>	<u>974,043.00</u>	<u>947,956.66</u>	<u>3%</u>

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Added Needs					
Teacher Salary - Special Ed	-	-	10,000	10,000.00	0%
Teacher Benefits - Special Ed	-	-	4,515	4,515.00	0%
Assistant Salaries - 31a	-	-	19,500	19,500.00	0%
Assistant Benefits - 31a	-	-	7,290	7,290.00	0%
Teacher Salary - REAP	-	-	23,483	23,483.00	0%
Assistant Salaries - REAP	-	-	7,000	7,000.00	0%
Teacher Benefits - REAP	-	-	7,398	7,398.00	0%
Teacher Salary - Title I	-	-	19,641	19,641.00	0%
Teacher Benefits - Title I	-	-	6,744	6,744.00	0%
Title I Supplies	-	-	600	600.00	0%
Title IV Supplies	-	-	10,000	10,000.00	0%
Total Added Needs	-	-	116,171	116,171.00	0%
Total Instruction	24,870.68	26,086.34	1,090,214	1,064,127.66	2%

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Support Services - Pupil					
Attendance Officer - Hillsdale ISD	654.03	654.03	3,000	2,345.97	22%
Total Support Services - Pupil	<u>654.03</u>	<u>654.03</u>	<u>3,000</u>	<u>2,345.97</u>	<u>22%</u>
Support Services - Instructional Staff					
Professional Development	2,100.00	2,100.00	5,000	2,900.00	42%
Library Salaries	-	-	9,000	9,000.00	0%
Library Benefits	-	-	1,139	1,139.00	0%
Library Supplies	300.73	322.57	3,000	2,677.43	11%
Total Support Services - Instructional Staff	<u>2,400.73</u>	<u>2,422.57</u>	<u>18,139</u>	<u>15,716.43</u>	<u>13%</u>
Support Services - General Administration					
Legal Services	-	-	1,000	1,000.00	0%
Audit Services	693.00	693.00	8,850	8,157.00	8%
Management Services Fee	7,500.00	15,000.00	81,900	66,900.00	18%
Oversight Services Fee	-	-	59,689	59,689.00	0%
Dues & Fees	-	900.00	3,500	2,600.00	26%
Total Support Services - General Administration	<u>8,193.00</u>	<u>16,593.00</u>	<u>154,939</u>	<u>138,346.00</u>	<u>11%</u>

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Support Services - School Administration					
Principal Salaries	11,683.66	23,076.92	155,000	131,923.08	15%
Secretary Salaries	4,593.48	9,096.96	56,500	47,403.04	16%
Principal/Secretary Benefits	10,704.17	12,779.48	64,968	52,188.52	20%
Postage	301.50	301.50	3,000	2,698.50	10%
Equipment Lease	1,124.37	3,019.51	20,000	16,980.49	15%
Office Supplies	1,057.87	1,118.93	12,500	11,381.07	9%
Miscellaneous Other	-	33.08	8,500	8,466.92	0%
Total Support Services - School Administration	<u>29,465.05</u>	<u>49,426.38</u>	<u>320,468</u>	<u>271,041.62</u>	<u>15%</u>
Support Services - Business					
Insurance	-	-	12,500	12,500.00	0%
Bank Fees	49.14	49.14	500	450.86	10%
Dues & Fees	4,020.82	4,020.82	-	(4,020.82)	100%
Total Support Services - Business	<u>4,069.96</u>	<u>4,069.96</u>	<u>13,000</u>	<u>8,930.04</u>	<u>31%</u>
Operation and Maintenance of Plant					
Janitor Salaries	6,448.75	12,097.59	65,000	52,902.41	19%
Janitor Benefits	1,137.98	2,122.32	6,223	4,100.68	34%
Telephone and Internet	598.04	1,005.48	5,200	4,194.52	19%
Water and Sewer	147.39	147.39	3,500	3,352.61	4%
Waste and Trash Disposal	570.28	1,017.59	5,100	4,082.41	20%
Property and Liability Insurance	3,513.91	7,032.81	21,500	14,467.19	33%
Building Maintenance	1,271.84	1,461.74	25,000	23,538.26	6%
Lawn Care/Snow Removal	-	-	7,500	7,500.00	0%
Gas	132.60	132.60	15,000	14,867.40	1%
Electricity	2,586.42	2,586.42	35,000	32,413.58	7%
Janitor Supplies	2,976.90	3,147.86	15,000	11,852.14	21%
Total Operation and Maintenance of Plant	<u>19,384.11</u>	<u>30,751.80</u>	<u>204,023</u>	<u>173,271.20</u>	<u>15%</u>

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
Support Services - Central					
Marketing	2,056.25	4,652.56	25,000	20,347.44	19%
Technology Services	3,838.98	3,838.98	44,000	40,161.02	9%
Total Support Services - Central	<u>5,895.23</u>	<u>8,491.54</u>	<u>69,000</u>	<u>60,508.46</u>	<u>12%</u>
Athletic Activities					
Coaches Salaries	-	-	17,000	17,000.00	0%
Benefits - Coaches	-	-	2,301	2,301.00	0%
Athletic Supplies	2,808.71	2,808.71	7,500	4,691.29	37%
Athletic Dues and Fees	485.00	485.00	2,500	2,015.00	19%
Total Athletic Activities	<u>3,293.71</u>	<u>3,293.71</u>	<u>29,301</u>	<u>26,007.29</u>	<u>11%</u>
Total Supporting Services	<u>73,355.82</u>	<u>115,702.99</u>	<u>811,870</u>	<u>696,167.01</u>	<u>14%</u>
Fund Modifications					
Equipment Loan - Principal	368.70	735.80	4,500	3,764.20	16%
Transfer to Debt Service Fund	18,654.54	37,309.08	207,000	169,690.92	18%
Total Fund Modifications	<u>19,023.24</u>	<u>38,044.88</u>	<u>211,500</u>	<u>173,455.12</u>	<u>18%</u>
Total Expenditures	<u>117,249.74</u>	<u>179,834.21</u>	<u>2,113,584</u>	<u>1,933,749.79</u>	<u>9%</u>
Change in Fund Equity	<u>(112,149.42)</u>	<u>(174,729.31)</u>	<u>249</u>	<u>(174,978.31)</u>	

Will Carleton Academy
Check Register Report
August 1, 2018 - August 31, 2018

Check Date	Check	Vendor Name	Description	Amount
16231	08/06/2018	Whites Welding Service	Supplies & Materials 261-5990	(125.00)
16232	08/06/2018	Jonesville High School	Volleyball Tournament	(140.00)
16233	08/06/2018	Springport High School	Cross Country Meet	(130.00)
16234	08/06/2018	Hudson Area High School	Cross Country Meet	(215.00)
16235	08/06/2018	Choice Schools Associates LLC	Payroll for July 27, 2018 (actual)	(12,730.76)
16236	08/06/2018	Choice Schools Associates LLC	August Management Fees, September Payroll Est.	(27,500.00)
16237	08/06/2018	Michigan Gas Utilities	Heat 261-5510	(67.39)
16238	08/06/2018	Arrow Swift Printing	Office Supplies 241-5910	(304.35)
16239	08/06/2018	Creature Control	Bldg Maint & Repair 261-4110	(298.00)
16240	08/06/2018	Purchase Power	Postage	(301.50)
16241	08/06/2018	Lawson's Graffix Shop	Supplies 293-5600	(445.08)
16242	08/06/2018	Kingdom Geekdom	Supplies 293-5600	(235.00)
16243	08/07/2018	MJ Management Services, Inc.	Accrued Payroll and Benefits	(32,775.58)
16244	08/07/2018	MJ Management Services, Inc.	Accrued Payroll and Benefits	(23,492.66)
16245	08/10/2018	WCSR Radio	Advertising 282-3510	(292.50)
16246	08/10/2018	Demco, Inc.	Supplies & Materials 222-5110	(300.73)
16247	08/10/2018	Houghton Mifflin Harcourt Publishing Co.	Teaching Supplies 111-5110	(1,638.26)
16248	08/10/2018	LaPew Sanitation Service	Bldg Maint & Repair 261-4110	(225.00)
16249	08/10/2018	Current Office Solutions	Office Supplies 241-5910	(282.50)
16250	08/10/2018	US Bank Equipment Finance	Equipment Lease-Office 241-4220	(461.15)
16251	08/10/2018	American Office Solutions	Equipment Lease-Office 241-4220	(160.21)
16252	08/10/2018	HJ Gelzer & Son	Supplies & Materials 261-5990	(158.39)
16253	08/10/2018	Verizon Wireless	Telephone 261-3410	(160.52)
16254	08/10/2018	Pitney Bowes Global Financial Svc's. LLC	Bank Charge 259-4910	(32.00)
16255	08/10/2018	Educational Reporting Solutions	Purchased Services 284-3180	(2,559.32)
16256	08/10/2018	Carol Drews	Workshop & Conference 221-3120	(2,100.00)
16257	08/10/2018	Veronica Scrivens	Bldg Maint & Repair 261-4110	(244.34)
16258	08/10/2018	Creature Control	Bldg Maint & Repair 261-4110	(225.00)
16259	08/10/2018	Cardmember Service	Office Supplies 241-5910	(35.47)
16260	08/10/2018	Wal-mart	Supplies & Materials 261-5990	(219.21)
16261	08/10/2018	Blossom Shop	High School Graduation	(548.25)
16262	08/17/2018	WCSR Radio	Advertising 282-3510	-
16263	08/17/2018	Educators Pub Service	Teaching Supplies 111-5110	(2,970.47)
16264	08/17/2018	EMC Insurance Companies	Insurance 261-3910	(3,513.91)
16265	08/17/2018	Comcast	Telephone and Internet	(327.91)
16266	08/17/2018	TIAA Commercial Finance, Inc.	Equipment Lease-Office 241-4220	(476.46)
16267	08/17/2018	Republic Services	Waste Disposal 261-3840	(570.28)
16268	08/17/2018	John Deere Financial	Equipment Loan - Prin 511-7130	(368.70)
16269	08/17/2018	Hillsdale BPU	Electric and Water	(2,733.81)

16270	08/17/2018	Cardmember Service	Teaching Supplies 111-5110	(39.40)
16271	08/17/2018	Choice Schools Associates LLC	Payroll for August 10, 2018 (actual), October Est	(36,441.02)
16272	08/17/2018	WCSR Radio	Advertising 282-3510	(281.25)
16273	08/22/2018	CHA	Dues & Fees 259-7410	(180.00)
16274	08/22/2018	Revel	Advertising 282-3510	(1,775.00)
16275	08/31/2018	American Office Solutions	Equipment Lease-Office 241-4220	(186.76)
16276	08/31/2018	Amplify Education, Inc.	Teaching Supplies 111-5110	(734.40)
16277	08/31/2018	Angela Draper	Supplies 293-5600	(897.53)
16278	08/31/2018	Anytime Fire Protection	Bldg Maint & Repair 261-4110	(204.50)
16279	08/31/2018	Arrow Swift Printing	Teaching Supplies 111-5110	(485.65)
16280	08/31/2018	Arrow Swift Printing	Teaching Supplies 111-5110	(153.80)
16281	08/31/2018	Arrow Swift Printing	Teaching Supplies 111-5110	(674.94)
16282	08/31/2018	Creature Control	Bldg Maint & Repair 261-4110	(75.00)
16283	08/31/2018	Choice Schools Associates LLC	Employee Benefits for August 2018	(8,945.53)
16284	08/31/2018	Darnell & Meyering	Audit Services 231-3180	(693.00)
16285	08/31/2018	Decker Equipment	Supplies & Materials 261-5990	(1,281.92)
16286	08/31/2018	D & D Maintenance	Supplies & Materials 261-5990	(645.94)
16287	08/31/2018	Educational Reporting Solutions	Purchased Services 284-3180	(1,279.66)
16288	08/31/2018	Follett School Solutions, Inc.	Teaching Supplies 111-5110	(3,335.53)
16289	08/31/2018	Follett School Solutions, Inc.	Teaching Supplies 111-5110	(2,964.15)
16290	08/31/2018	Follett School Solutions, Inc.	Textbooks 113-5210	(2,379.17)
16291	08/31/2018	Hillsdale County ISD	Attendance Svc's - 211-8300	(654.03)
16292	08/31/2018	Hillsdale Market House	Misc Exp 111-7910	(135.00)
16293	08/31/2018	Hillsdale Web Design	Supplies 293-5600	(55.00)
16294	08/31/2018	Houghton Mifflin Harcourt Publishing Co.	Teaching Supplies 111-5110	(436.09)
16295	08/31/2018	Jonesville Lumber Co. Inc.	Supplies & Materials 261-5990	(41.99)
16296	08/31/2018	Julie Duncan	Teaching Supplies 111-5110	(51.69)
16297	08/31/2018	Lawson's Graffix Shop	Supplies 293-5600	(869.53)
16298	08/31/2018	Loyola Press	Teaching Supplies and Textbooks	(7,808.64)
16299	08/31/2018	MHSAA	Supplies 293-5600	(30.00)
16300	08/31/2018	Michigan Gas Utilities	Heat 261-5510	(65.21)
16301	08/31/2018	Purchase Power	Mail/Postage 241-3430	(301.50)
16302	08/31/2018	Really Good Stuff, Inc.	Teaching Supplies 111-5110	(69.42)
16303	08/31/2018	Really Good Stuff, Inc.	Teaching Supplies 113-5110	(408.19)
16304	08/31/2018	School Specialty	Teaching Supplies 111-5110	(121.41)
16305	08/31/2018	School Specialty	Teaching Supplies 113-5110	(1,088.20)
16306	08/31/2018	Specialized Data Systems	Dues & Fees 259-7410	(3,825.00)
16307	08/31/2018	Sportsarama	Supplies 293-5600	(276.57)
16308	08/31/2018	Starfall Education	Teaching Supplies 111-5110	(31.38)
16309	08/31/2018	Verizon Wireless	Telephone 261-3410	(109.61)
16310	08/31/2018	Wal-mart	Supplies & Materials 261-5990	(645.09)
16311	08/31/2018	Current Office Solutions	Teaching Supplies and Office Supplies	(1,460.77)
				(201,503.18)

**Will Carleton Academy
Balance Sheet
August 2018 (Unaudited)**

Fund: Debt Service Fund

Assets	
US Bank #142625001 - Interest Fund	99,157.76
US Bank #142625002 - Principal Fund	54,674.70
US Bank #142625003 - Reserve Fund	205,642.29
US Bank #142625004 - Expense Fund	<u>1,819.57</u>
Total Assets	<u><u>361,294.32</u></u>
Liabilities	
Accounts Payable	-
Due to General Fund	<u>-</u>
Total Liabilities	<u>-</u>
Fund Equity	
Beginning Fund Equity	323,921.37
Change in Fund Equity	<u>37,372.95</u>
Total Fund Equity	<u><u>361,294.32</u></u>
Total Liabilities & Fund Equity	<u><u>361,294.32</u></u>

**Will Carleton Academy
Statement of Activities (Detail)
August 2018 (Unaudited)**

Fund: Debt Service Fund	This Month	Y-T-D
Incoming Transfers and Other Transactions		
Interest	63.87	63.87
Transfer From General Fund	<u>18,654.54</u>	<u>37,309.08</u>
Total Incoming Transfers and Other Transactions	<u>18,718.41</u>	<u>37,372.95</u>
 Total Revenues	 <u>18,718.41</u>	 <u>37,372.95</u>
 Debt Service		
Principal on Bonds	-	-
Interest on Bonds	-	-
Trustee and Other Fees	<u>-</u>	<u>-</u>
Total Debt Service	<u>-</u>	<u>-</u>
 Total Expenditures	 <u>-</u>	 <u>-</u>
 Change in Fund Equity	 <u><u>18,718.41</u></u>	 <u><u>37,372.95</u></u>