

**Will Carleton Academy  
Board of Directors  
2001 W Hallett Rd.  
Hillsdale, MI 49242  
Special Meeting  
August 13, 2018  
Workroom (Room 2)  
5:15 PM**

## **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) Regular Meeting Minutes of June 5, 2018**
    - (2) Special Meeting Minutes, June 19, 2018**
  - B. Nomination of Board Members to Hillsdale ISD\***
- 6. Organizational Meeting**
  - A. Election of Officers**
    - 1. President**
    - 2. Vice President**
    - 3. Secretary**
    - 4. Treasurer**
  - 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 2017-2018 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)
- 7. Treasurer's Report
    - A. Monthly Financial Report for June 2018
    - B. Monthly Financial Report for July 2018
    - C. End of Year Financial Condition
  - 8. Business Items/Action Requested
    - A. Monthly Financial Reports for June 2018 and July 2018
    - B. Hillsdale ISD Charter Contract with Will Carleton Academy
    - C. Nomination of Board Members to Hillsdale ISD\*
    - D. Management Agreement with Choice Schools Associates LLC
    - E. Appointment of Board Committees
  - 9. Business Manager Reports
    - A. Director's Report
    - B. Management Report
      - (1) Strategic Planning Proposal
      - (2) Board Policy Manual and Administrative Guidelines
  - 10. Extended Public Comment (Limited to Non-Agenda Items)
  - 11. Board Comments
  - 12. Closed Session
  - 13. Reconfirmation of Next Board Meeting Date: Board Regular Meeting, September 4, 2018, 5:15 PM, Academy Workroom
  - 14. Adjournment

Individuals wishing to address the Board of Directors under Item 3 and 10 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]**