



**Board of Trustees Meeting  
May 30, 2019**

**Board Members Present:**

Craig Palmer	Michael Estrich
Geoffrey Ginader	Vanessa Wilkins
Melvyn Nair	

**Board Members Absent:** Jill Merritt

**Also in attendance:** Jane Binder, COO, Mark Zielinski, CAO, and Tom Pendleton, Board Solicitor.

**Public in Attendance:** Jill Abbott, Jill Duncan, Kristi Holmes, Megan Zielinski

**Call to Order:** Craig Palmer, President, called the meeting to order at 6:14pm and led the Pledge of Allegiance.

**Public Comment:** None

**Approval of Minutes:**

**Motion to approve minutes of the May 2, 2019 Board Meeting:**

Moved by: Michael Estrich                      Seconded by: Melvyn Nair  
Motion passed by a show of hands: 5-0-0

**NEW BUSINESS**

**Motion to accept the job descriptions of the CEO and COO:**

Moved by: Vanessa Wilkins                      Seconded by: Geoffrey Ginader  
Motion passed by a show of hands: 5-0-0

**Announcement by Board President, Craig Palmer**

**Motion to appoint Mark Zielinski as Chief Executive Officer, effective May 30, 2019 at a salary of \$105,000:**

Moved by: Michael Estrich                      Seconded by: Melvyn Nair  
Motion passed by the following roll call vote:

Estrich	Ginader	Merritt	Nair	Palmer	Wilkins	
Y	Y	--	Y	Y	Y	

**Motion to approve adding Mark Zielinski, CEO, as a signer on the Northwest Bank Capital Project Fund:**

Moved by: Melvyn Nair                      Seconded by: Michael Estrich  
Motion passed by a show of hands: 5-0-0

**Motion to approve adding Mark Zielinski, CEO, as a signer on the Northwest Bank Food Services Program account:**

Moved by: Michael Estrich                      Seconded by: Geoffrey Ginader  
Motion passed by a show of hands: 5-0-0

**Motion to approve adding Mark Zielinski, CEO, as a signer on the Northwest Bank General Checking account:**

Moved by: Melvyn Nair                      Seconded by: Geoffrey Ginader  
Motion passed by a show of hands: 5-0-0

**Motion to approve set up of automatic monthly loan payments for the Northwest Bank Term Loan and Northwest Bank Time Loan:**

Moved by: Geoffrey Ginader                      Seconded by: Vanessa Wilkins  
Motion passed by a show of hands: 5-0-0

**Motion to approve items on Consent Agenda:**

Moved by: Geoffrey Ginader                      Seconded by: Michael Estrich  
Motion passed by a show of hands: 5-0-0

**Motion to approve the winning FSMC (Food Service Management Company) bidder as The Nutrition Group for the 2019-2020 School Year:**

Moved by: Melvyn Nair                      Seconded by: Michael Estrich  
Motion passed by a show of hands: 5-0-0

**ORGANIZATIONAL EXCELLENCE & STUDENT ACHIEVEMENT**

**CAO Report: Mark Zielinski**

**Motion to accept CAO Report:**

Moved by: Geoffrey Ginader                      Seconded by: Melvyn Nair  
Motion passed by a show of hands: 5-0-0

**Motion to approve and accept the Language Arts curriculum for Kindergarten (utilizing MMTEC) and first through sixth grade (using Montessori Research and Development) for the 2019-2020 School Year:**

**Motion passed by the following roll call vote:**

Estrich	Ginader	Merritt	Nair	Palmer	Wilkins	
Y	Y	--	Y	Y	Y	

**COO Report: Jane Binder**

**Motion to accept COO Report:**

Moved by: Geoffrey Glnader      Seconded by: Vanessa Wilkins  
Motion passed by a show of hands: 5-0-0

**SCHOOL COMPLIANCE**

**Committee Reports**

**Financial Oversight**

**Motion to accept Financial Oversight Committee report:**

Moved by: Melvyn Nair      Seconded by: Michael Estrich  
Motion passed by a show of hands: 5-0-0

**Public meeting adjourned at 7:21pm.**

Executive session called to discuss real estate and personnel matters, called at 7:22pm.  
Executive session adjourned at 9:13pm  
Public session reconvened at 9:14pm

**Public meeting adjourned at 9:15pm.**



---

Geoffrey Glnader, Board Secretary

6/27/19

Date:

Recorded by: Michele Reed, Board Recorder  
Submitted by: Geoffrey Glnader, Board Secretary