

**Summit Academy Board of Directors
Summit Academy School
30100 Olmstead, Flat Rock, MI 48134
Regular Meeting
Monday, September 9, 2019
6:30 p.m.**

AGENDA MINUTES

APPROVED

- I. Call Meeting to Order: 6:30pm**
- II. Roll Call:**
Present: President Garnepudi, Vice President Duyck, Treasurer Pardoe, Director Vining
Excused: Secretary Edwards
- III. Approval of Minutes from the Regular meeting of August 5, 2019**
The Minutes from the Regular meeting on August 5, 2019 are approved as amended.
Motion by DV supported by DD.
- IV. Approval of Regular Meeting Agenda for September 9, 2019**
 - Removal of the Superintendent Evaluation Until October Meeting
 - B. Competitive school Safety grant program**The Regular Meeting Agenda for September 9, 2019 is approved as amended.**
Motion by Treasurer Pardoe supported by President Duyck.
Motion carried unanimously.
- V. Public Comment - None**
- VI. Old Business**
 - A. Strategic Plan & Monthly Leadership Report**
 - Jessica Kull reviewed with the Board.
 - Jessica gave the board an enrollment update stating most drops were physical moves.
 - Jessica talked about the positive staffing changes.
 - Treasurer Pardoe asked Jessica to share her wish list with the Board at the next Board meeting.
 - The board and administration discussed the shortage of Social Workers and difficulty in acquiring a part-time one.
 - Jessica Kull discussed the areas of focus during the summer opens houses.
 - Treasurer Pardoe stated taking some time to reflect on the events on what worked and what didn't.
 - Leann Hedke replied that a meeting is planned to Plus/Delta the summer Open Houses.

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B. Student Recruitment and Retention

-Leann Hedke reviewed with the Board.

-Leann stated numbers will be more definite after count day and will discuss them at the next board meeting.

C. YMCA Program & Extracurricular activities Update

-Jessica Kull reviewed with the Board.

-Jessica stated a meeting with the YMCA representative is scheduled for tomorrow about the enrollment and ways to help bring more student into the program.

-The Board and administration suggest discussing other possibilities if the YMCA is not a great fit.

D. Academic Improvement Plan

-Alicia Jenkins reviewed with the Board.

-Jessica Kull stated Laura Stabler will be doing an onsite review in the next couple weeks.

-Ed Roth stated the AIP is helping support the schools as a part of our partnership with the schools. This is a support system without making judgements. He stated it benefits the students to help oversee what is going on in the buildings.

E. Committee Discussions

Finance

-Treasurer Pardoe stated a revised budget is in the works.

Governance

-Director Vining discussed the importance of the CMU Contract. Danielle broke down the first part of the contract for the board.

-Director Vining stated each meeting will cover a portion of the contract.

-Ed Roth clarified that Director Vining and the governance committee is not a replacement for Board counsel. All legal questions must be sent to Dickinson Wright for clarification.

Academic

-President Garnepudi stated with the absence of Secretary Edwards they will review with Academic committee at the October board meeting.

VII. New Business

A. NCSI Spring Updates

-Leann Hedke reviewed with the Board.

-Leann reviewed the Attorney memo regarding all updates and noted the deletion of Policy #5113.02.

The NCSI Spring Updates including Table of Contents, Policy # 0100, 0160 (0167.2), 1422.01, 2210, 2414, 6321, 6325, 6605, 8400, 8402, 8500 and deletion of Policy #5113.02 are approved as presented.

Motion by Director Vining, supported by Vice President Duyck.

Motion carried unanimously.

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B. 504 & Homeless Process

- Jessica Kull reviewed the 504 and Homeless process with the board.
- Jessica stated all 504 plans are distributed to necessary staff members.
- Treasurer Pardoe asked about a monthly check in to ensure plans are being implemented.
- Jessica replied yes, all teachers have a log and I check in with them when doing their evaluations.
- Jessica reviewed the McKinney-Vento act and the confidentiality aspect of what it means for the school.

C. CAO Designation

- Leann reviewed with the Board.
- Leann stated the board usually nominates the Treasurer.
- President Garnepudi nominated Treasurer Pardoe.

The Board designates the Treasurer as the Chief Administrative Officer.

**Motion by President Garnepudi, supported by Vice President Duyck.
Motion carried unanimously.**

D. School Safety Liaison Resolution

- Leann Hedke reviewed with the Board.
- Leann stated this resolution is a new requirement from Central Michigan University.

The Board approved Superintendent Leann Hedke as the School Safety Liaison as presented.

**Motion by Vice President Duyck, supported by Director Vining.
Motion carried unanimously.**

E. Superintendent Evaluation - Tabled

VIII. Consideration of Bills/Receipts/Financial Report

A. Approval of the Consideration of Bills/Receipts/Financial Reports.

- Felicia Williams reviewed with the Board.
- The board and administration discussed the high percentages in specific line items.
- The board and administration discussed the possibility of the budget revision.
- Jason Hamstra stated waiting on state budget and count day for the budget revision.
- Felicia introduced the board to Sonya Pollard to the Provision family.

The Bills/Receipts/Financial Reports are approved as presented.

Motion by Director Vining, supported by President Duyck.

Motion carried unanimously.

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- B. Competitive school Safety grant program
- Jason Hamstra reviewed with the Board.
 - Jason stated some of the work was completed over the summer.
 - Jason stated some of the cost is coming in over the \$5000 threshold and asked the board how they would like to proceed.
 - Vice President Duyck stated the finance committee could work through a resolution.

IX. Public Comment - None

X. Board Comment

- Director Vining stated it sounded like the school year is off to a great start.
- Vice President Duyck stated she was happy the playground is completed by the beginning of the school year. She stated that it sounds like the school year is starting well with academics.
- Treasurer Pardoe – none
- President Garnepudi thanked everyone for a great meeting and thanked Jessica Kull for her leadership.
- President Garnepudi stated the October board meeting will be rescheduled to October 21st at 6:30pm.

XI. Correspondence - None


XII. Authorizer Comment

- Ed Roth stated the Center should be notified when you have a work session.
- Ed shared a handout regarding data and stated it is available online.
- Ed Roth thanked Director Vining for her presentation on the CMU contract.

XIII. Adjournment

Motion by supported by Vice President Duyck, Director Vining to adjourn the Regular meeting at 8:35pm. Motion carried unanimously.

Minutes Respectfully Submitted,


Carla M. Cucinella-Nyschick
Executive Assistant Administrator

Approved by the Summit Academy Board at their October 21
2019 Meeting.

Secretary:  **Date:** 10/21/19

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