

**Summit Academy Board of Directors
Summit Academy School
30100 Olmstead, Flat Rock, MI 48134
Regular Meeting
Monday, December 2, 2019
6:00 p.m.**

AGENDA MINUTES

APPROVED

- I. Call Meeting to Order: 6:01pm**
- II. Roll Call:**
Present: President Garnepudi, Vice President^{Duyck}, Secretary Edwards, → CMC
Director Vining
Excused: Treasurer Pardoe
- III. Approval of Minutes from the Special meeting of October 21, 2019**
-Add Academic header under Committee Discussions
- The Special meeting minutes for October 21, 2019 are approved as amended.**
Motion by Director Vining, supported by Vice President Duyck.
Motion carried unanimously.
- IV. Approval of Regular Meeting Agenda for December 2, 2019**
-Table the Academy Emergency Operation Plan to January meeting
- Add under bills/receipts/ business
 C. Jan Pro invoice for October
-Change time to 6:00pm on Agenda
-Add under new business
 C. Organizational Structure and Oversight
-President Garnepudi thanked everyone for adjusting your schedules.
- The Regular meeting agenda for December 2, 2019 is approved as amended.**
Motion by Secretary Edwards, supported by Director Vining.
Motion carried unanimously.
- V. Public Comment - None**
- VI. Old Business**
 A. Strategic Plan & Monthly Leadership Report
 -Jessica Kull reviewed the Monthly Leadership Report.
 -Jessica shared that the school was able to obtain a full-time social worker.
 -Jessica stated she is working with Laura Stabler on a Math MTSS to help with test scores.

Our mission is to nurture and inspire our school community and facilitate quality educational opportunities in a safe learning environment, enabling students to reach their maximum potential.

-Jessica talked about how successful the Fall Parent-teacher conferences were last month.

-Jessica stated setting the new 30-day goals with CMU will happen on December 12, 2019.

-Jessica reviewed test score data with the Board

B. Student Recruitment and Retention

-Jessica stated the Early Childhood expo is scheduled for February 29th to support preschool enrollment and kindergarten.

-Leann Hedke reviewed the plus deltas of the summer events.

C. YMCA Program & Extracurricular activities Update

-Jessica stated the students are enjoying this club session.

D. Academic Improvement Plan – Root Analysis

-Reviewed in the Leadership report

E. Committee Discussions

Academic

-David Edwards discussed his meeting with Jessica Kull and Alicia Jenkins.

-David indicated the discussion was good with the focus on higher order thinking skills and student engagement.

-David stated the goal is to try to dive deeper into the superintendent weekly update.

-David stated with reauthorization coming quickly, he stated we have a long way to go with a short time to get there.

Governance

-No Report

Finance

-Jason Hamstra reviewed the Finance committees' goals.

-Jason stated having a social worker full-time was one of the main goals.

-Jason indicated more information when the budget revision is reviewed.

VII. New Business

A. Transparency Certification Form

-Leann Hedke reviewed with the Board.

-Leann stated this form happens three times a year to guarantee we have all necessary information on our Transparency webpage and that items are available at Central Office.

**The Transparency Certification form is approved as presented.
Motion by Vice President Duyck, supported by Director Vining.
Motion carried unanimously.**

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- B. Maximum Enrollment Total Form
-Leann Hedke reviewed with the Board.
-Leann stated the board must approve a maximum enrollment aligned with the Charter contract.

The Maximum enrollment for Summit Academy of 625 is approved as presented.

Motion by Director Vining, supported by Secretary Edwards.

Motion carried unanimously.

- B. Organizational Structure and Oversight
-President Garnepudi started by thanking the board, CMU and administration for your time.
-President Garnepudi stated the board started discussions about building a layer of accountability. He asked what accountability looks like to the board and to the Academy's leadership team.
-President Garnepudi stated the goal is to create and build a foundation that will support the infrastructure and accountability needed to improve the Academy. He stated we as a board would like to explore structural options to help determine a successful path for Summit Academy.
-President Garnepudi stated the Board has been talking about this for a while during various Board work sessions. He stated it would be a disservice if we didn't build a correct infrastructure to accomplish the goals we are looking for. He indicated that it would be critical for the whole team to work together to help figure this out.
-Vice President Duyck stated that gathering the facts first with the help of administration is needed.
-Secretary Edwards stated this oversight of the organizational structure will not disrupt the academic process in any way. He stated this gives us a lot to do with a short timeline with Reauthorization in the Spring.
-Jason Hamstra stated the Academic Improvement Plan requires a lot of support and making sure the Board is receiving what they are seeking in this oversight must be balanced appropriately.
-Jessica Kull suggested to bring in key stakeholders as part of the process.
-Ed Roth advised the board that the reauthorization process will happen in a few short months and that any discussion to move forward must happen at a quicker pace to wrap it up before reauthorization takes place.
-Secretary Edwards indicated the next step would be talking to counsel about a resolution.
-Secretary Edwards stated at this point, we have a lot of information and must set a target date to be looking at a vote for the March meeting. He stated this will give some clarity for the start of the 2020-21 school year.
-Secretary Edwards indicated this decision may influence the authorization we receive. He stated that the stronger position we are in may result in a longer reauthorization.

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- President Garnepudi stated the bottom line is the board must figure out the best way to deliver the best education with minimal disruption.
- President Garnepudi stated this will require everyone at the table to help to achieve the effective outcome we want to achieve.
- President Garnepudi asked to add the Organizational Structure and Oversight under Old Business to the Board Agendas moving forward.

C. Jan Pro Invoice – October

- Jason Hamstra reviewed with the Board.
- Jason stated the October invoice equaling the \$5000 is over the threshold which the board must approve.

The Jan Pro invoice for October 2019 totaling \$5000 is approved as presented.

**Motion by Vice President Duyck, supported by Secretary Edwards.
Motion carried unanimously.**

VIII. Consideration of Bills/Receipts/Financial Report

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

- Felicia Williams from Provision reviewed with the Board.
- Jason Hamstra stated the Bond call was successful however it was mentioned that interest rates are low the Academy may want to consider refinancing.
- Leann Hedke stated we could reach out to Jay Hromatka about the options.

President Garnepudi left the meeting at 7:40pm.

The Consideration of the Bills/Receipts/Financial Reports are approved as presented.

**Motion by Director Vining, supported by Secretary Edwards.
Motion carried unanimously.**

B. Budget Revision

- Jason Hamstra reviewed the first budget revision with the Board.
- Jason stated if additional funding from the Governor is approved, we may need an additional revision in January.
- Jason discussed the addition to the Salary line items to give staff a bonus before the holiday break.
- President Garnepudi stated he knows how the staff feels regarding a bonus as opposed to raises. He stated because we are unsure of the state's budget the bonus is what we can offer. He stated we are trying our best for the staff.

The 2019-2020 first Budget revision is approved as presented.

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

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IX. Public Comment - NONE

X. Board Comment

-Director Vining shared her excited about the addition of the full-time social worker and wished everyone Happy Holidays.

-Vice President Duyck thanked everyone for their hard work and wished everyone Happy Holidays.

XI. Correspondence - NONE

XII. Authorizer Comment

-Ed Roth commended the board and administration for their commitment in supporting the students and Academic Improvement goals.

-Ed reinforce the commitment to the Academic Improvement Plan and would like focus and essence of what it is.


-Vice President Duyck reminded the Administration that the working on Organizational Structure and Oversight will not disrupt the educational improvement process that the Academy has already begun.

XIII. Adjournment

Motion by Director Vining, supported by Secretary Edwards to adjourn the Regular meeting at 7:47pm.

Motion carried unanimously.

Minutes Respectfully Submitted,



**Carla M. Cucinella-Nyschick
Executive Assistant Administrator**

Approved by the Summit Academy Board at their

2019 Meeting.

January 13,

2020
me

Secretary:



Date:

1/13/2020

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