

Proposed

APPROVED

**Summit Academy North of Directors
Annual Organizational Meeting
Thursday, August 11, 2022
High School
18601 Middlebelt Road, Romulus, MI. 48174**

MINUTES

- I. Call Meeting to Order 6:13p.m.**
- II. Pledge of Allegiance**
- III. Roll Call: Present: Walker, Bynum, Ring
Excused: Operhall**

Leann updated the Board:

Brian Tyitye has been speaking to the chief of police, he'll be working part time. He cannot work on board. We will set up to search again.

Motion by Bynum, supported by Walker to withdrawal the nomination of Brian Tyitye for the Board. Motion carried unanimously.

IV. Approval of Minutes of July 14,2022

The minutes of the July 14, 2022 meeting are approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

V. Approval of Agenda August 11, 2022

The Agenda of the Annual/Organizational Meeting of August 11, 2022 is approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

VI. Consideration of Bills/Receipts/Financial Reports-Leann reviewed with the Board

- A. The bills, receipts, and financial reports
 - Monthly highlights- some line items booked to the wrong place.
 - Hope to break ground on the daycare building.

The bills, receipts, and financial reports are approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

B. Chromebook Quote

- Four quotes- two were for 600 chromebooks, two were for 800 chromebooks.
- The quotes are from CDW and SHI
- SHI came in lower on the 800 chromebooks
- We are using ESSER funds
- The amount is \$236,800.
- Each student will receive a chromebook.

Motion by Bynum, supported by Walker to approve the quote for 800 Chromebooks submitted by SHI in the amount of \$236,800. Motion carried unanimously.

VII. Annual Organizational Meeting Business

A. Motion to declare all offices vacant

Motion by Bynum, supported by Walker to declare all offices vacant.

B. Election of Officers

i. Election of President

Motion by Bynum, supported by Walker to nominate Operhall as President. Motion carried unanimously.

ii. Election of Vice President

Motion by Bynum, supported by Walker to nominate Ring as Vice-President. Motion carried unanimously.

iii. Election of Secretary

Motion by Bynum, supported by Walker to nominate Bynum as Secretary. Motion carried unanimously.

iv. Election of Treasurer

Motion by Bynum, supported by Walker to nominate Walker as Treasurer. Motion carried unanimously.

Organizational Operation

v. Identification of Depository/Financial Institution

Motion by Bynum, supported by Walker to identify Comerica Bank as the depository/financial institution of the Academy. Motion carried unanimously.

vi. Identification of Newspaper of Record-News Herald

Motion by Bynum, supported by Walker to name News Herald/Heritage News as the newspaper of record of the Academy. Motion carried unanimously.

- vii. Board Corresponding Agent Resolution
Motion by Bynum, supported by Walker to appoint the Superintendent as the corresponding agent of the Board. Motion carried unanimously.
- viii. Principal Office & Public Notice Posting Location
Motion by Bynum, supported by Walker to name The Central Office at the PEAK located at 18601 Middlebelt Road, Romulus MI, 48174 as the principal office and public notice posting location. Motion carried unanimously.
- ix. Appointment of Freedom of Information Act Coordinator
Motion by Bynum, supported by Walker to appoint the Superintendent as the Freedom of Information Act Coordinator. Motion carried unanimously.
- x. Appointment of Office of Civil Rights Representative
Motion by Bynum, supported by Walker to appoint the Superintendent and the Administrator of Data and Reporting Compliance as the Office of Civil Rights Representatives.
- xi. Appointment of Sexual Harassment Representative
Motion by Bynum, supported by Walker to appoint the Superintendent and the Administrator of Data and Reporting Compliance as the Sexual Harassment Representatives of the Academy. Motion carried unanimously.
- xii. Appointment of Title VI Representative
Motion by Bynum, supported by Walker to appoint the Superintendent as the Title VI Representative of the Academy. Motion carried unanimously.
- xiii. Appointment of Title IX Representative
Motion by Bynum, supported by Walker to appoint the Superintendent and the Administrator of Data and Reporting compliance as the Title IX Representatives for the Board. Motion carried unanimously.
- xiv. Appointment of Section 504 Representative

Motion by Bynum supported Walker to appoint Sally Racette as the Section 504 Representative for the Academy. Motion carried unanimously.

- xv. Appointment of Homeless Children and Youth Liaison
Motion by Bynum, supported by Walker to appoint Sally Racette as the Homeless Children and Youth Liaison for the Academy. Motion carried unanimously.

- xvi. Designation of Account Signatory
Motion by Bynum, supported by Walker approve all Board members as account signatories with any two signatures being required as account signatories. Motion carried unanimously.

- xvii. Designation of Legal Counsel- Dickinson Wright
Motion by Bynum, supported by Walker to designate Dickinson Wright as Legal Counsel for the Academy. Motion carried unanimously.

- xviii. Designation of Independent Audit Firm
Motion by Bynum, supported by Walker to designate Croskey-Lanni as the Independent Audit Firm for the Academy. Motion carried unanimously.

- xix. Authorization of Contracts
Motion by Bynum, supported by Walker to name the Superintendent to authorize contracts in the amount of \$10,000 or less. Contracts over \$10,000, the Board President or his/her designate. Motion carried unanimously.

- xx. Designation of Electronic Transfer Officer (ETO)
Motion by Bynum, supported by Walker to designate the Board Treasurer as the Electronic Transfer Officer for the Academy. Motion carried unanimously.

- xxi. Approval of the use of facsimile signatures stamps
Motion by Bynum, supported by Walker to approve the use of facsimile signature stamps of the Board. Motion carried unanimously.

- xxii. Appointment of the Academy Resident Agent

Motion by Bynum, supported by Walker to appoint George Butler as the Academy Resident Agent. Motion carried unanimously.

xxiii. Appointment of the Academy Chief Administrative Officer
Motion by Bynum, supported by Walker to appoint the Treasurer of the Board as the Academy Chief Administrative Officer. Motion carried unanimously.

VIII. Old Business

- A. NCSI Update-Leann reviewed this with the Board
-George sent and overview of the updates and recommends approval

The NCSI Updates 6110, 6114, 6325 and Table of Contents are approved as presented. Delete 5511. Motion by Bynum, supported by Walker. Motion carried unanimously.

IX. New Business

- A. Leadership Reports
-Leann shared that the Administrators were busy prepping their buildings for staff and students.

- B. Renomination of Kathleen Operhall

Motion by Bynum, supported by Walker to nominate Kathleen Operhall to the Board of Directors. Motion carried unanimously.

- C. HACCP – Hazard Analysis and Critical Control Points (School Meals Program Annual Approval- Leann reviewed this with the Board
-This is an annual Meals program approval.

The HACCP plan for 2022-2023 is approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

- D. Transparency Reporting Certification- Fall- Leann reviewed this with the Board
-This form is required twice a year and it confirms we are compliant and transparent on our website.

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The Transparency Reporting Certification, fall submission, is approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

The items below pertain to the nonprofit status of the school

E. Annual Restated Articles of Incorporation-Submission and Ratification- Leann will reviewed this with the Board

The annual re-instated articles of incorporation are approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

F. Ratify the approval of the Restated Articles of Incorporation- per CMU- Leann will review this with the Board

The approval of the Restated Articles of Incorporation is ratified. Motion by Bynum, supported by Walker. Motion carried unanimously.

G. Ratify submission of the Restated Articles of Incorporation- per CMU- Leann will review this with the Board

The submission of the Restated Articles of Incorporation is ratified. Motion by Bynum, supported by Walker. Motion carried unanimously.

H. Athletic Handbook 2022-2023-TABLED, no motion

X. Public Comment-none

Leann- shared with the board that some parents were concerned with the no purse policy. We've approved that they can carry wristlet, 8x5. If any parents reach out, have them contact Leann.

XI. Board Comment

Vice-President we are looking for parent in the community for the board seat. Leann will speak to admin and Jill to see if they have someone they can recommend.

XII. Correspondence-

CMU Contract Amendment Request Virtual K-12
Confirms we made request met with Jason.

Johnathon Trout stated that some students will be virtual for the whole year. He wants us to plan on capturing their data as a cohort regarding testing. Leann responded in the affirmative.

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XIII. Authorizer Comment-Johnathon Trout-

-He hopes to see everyone on the 23rd. There are over 400 registered so far. Leann said we have 10-15 going.

XIV. Adjournment

Motion by Bynum, supported by Walker to adjourn the meeting at 6:43 pm.

Proposed Minutes Respectfully Submitted,


Teresa Golba

Approved by the Board at their 9-8 2022 meeting.

Secretary  Date _____