

Proposed
APPROVED

**Summit Academy North of Directors
Annual Organizational Meeting
Monday, August 17, 2023
High School
18601 Middlebelt Road, Romulus, MI. 48174**

MINUTES

I. Call Meeting to Order 6:00pm

II. Pledge of Allegiance

III. Roll Call: Present: Operhall, Bynum, Walker

IV. Approval of Minutes of June 8, 2023

The minutes of the June 8, 2023, meeting are approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

V. Approval of Agenda August 17, 2023, Organizational Meeting

The agenda for the August 17, 2023, organizational meeting is approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

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

A. Approval of the bills, receipts, financial reports

Jason financials are straight forward.

Per-pupil amount is higher than we budgeted.

We will likely have a budget revision in November.

Preschool is moving along and is under budget.

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

B. US Bank Letter, Continuing Disclosure

Jason- this is our regular quarterly disclosure for our bonds.

The US Bank letter and continuing disclosure bond documents are approved as presented. Motion by Bynum, supported by Walker. Motion carried unanimously.

C. Invoice Approvals-there are no invoices that need approval of the board.

VII. Annual Organizational Meeting Business

A. Motion to declare all offices vacant

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

B. Election of Officers

i. Election of President

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

ii. Election of Vice President

Motion by Operhall, supported by Walker, to elect Bynum as Vice-President. Motion carried unanimously.

iii. Election of Secretary

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

iv. Election of Treasurer

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

Organizational Operation

v. Identification of Depository/Financial Institution.

Motion by Walker, supported by Bynum to have Comerica Bank as the Depository/Financial Institution. Motion carried unanimously.

vi. Identification of Newspaper of Record

Motion by Walker, supported by Bynum to have News Herald/Heritage News as the Newspaper of Record. Motion carried unanimously.

vii. Board Corresponding Agent Resolution

Motion by Walker, supported by Bynum to name the Superintendent as the Board Corresponding Agent. Motion carried unanimously.

viii. Principal Office & Public Notice Posting Location

Motion by Walker, supported by Bynum to name The PEAK Central Office, 18601 Middlebelt Rd., 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 Walker, supported by Bynum to name the Superintendent as Freedom of Information Act Coordinator. Motion carried unanimously.

x. Appointment of Office of Civil Rights Representative
Motion by Walker, supported by Bynum to name the Superintendent as the Office of Civil Rights Representative. Motion carried unanimously.

xi. Appointment of Sexual Harassment Representative
Motion by Walker, supported by Bynum to name Leann Hedke and Jason Hamstra as the Sexual Harassment Representatives. Motion carried unanimously.

xii. Appointment of Title VI Representative
Motion by Walker, supported by Bynum to name the superintendent as the Title VI Representative. Motion carried unanimously.

xiii. Appointment of Title IX Representative
Motion by Walker, supported by Bynum, to name the Superintendent as the Title IX Representative. Motion carried unanimously.

xiv. Appointment of Section 504 Representative
Motion by Walker, supported by Bynum, to name Sally Racette as the Section 504 Representative. Motion carried unanimously.

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

xvi. Designation of Account Signatory
Motion by Walker, supported by Bynum to name all Board members, with two required as the Account Signatory. Motion carried unanimously.

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

xviii. Designation of Independent Audit Firm
Motion by Walker, supported by Bynum to name Crosky Lanni as the Independent Audit Firm. Motion carried unanimously.

xix. Authorization of Contracts

Motion by Walker, supported by Bynum to name the Superintendent and the Board President as the Authorization required for Contracts. Motion carried unanimously.

xx. Designation of Electronic Transfer Officer (ETO)

Motion by Walker, supported by Bynum to designate Walker as the Electronic Transfer Officer. Motion carried unanimously.

xxi. Approval of the use of facsimile signatures stamps all members

Motion by Walker, supported by Bynum to approve the use of facsimile signatures stamps of any two Board members. Motion carried unanimously

xxii. Appointment of the Academy Resident Agent

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

xxii. Appointment of the Academy Chief Administrative Officer

Motion by Walker, supported by Bynum to appoint Walker as the Chief Administrative Officer. Motion carried unanimously.

VIII. Old Business

A. Board Vacancies- Leann updated the Board

We reached out to people we knew to see if they would be interested.

- a. Application and resume' for Kelly Woods-she was a teacher at Summit Flat Rock, she worked with Brenda Vandercook. She has maintained interest in our school.

Operhall nominates Kelly Woods to the Board. Motion by Bynum, supported by Walker. Motion carried unanimously.

- b. Application for Abigale Baum
She is a former student at North. She was very involved. She was involved with Drama. Bynum- knew her, she went to school with her kids; she is a go getter.

Bynum nominates Abigale Baum to the Board. Motion by Bynum, supported by Walker. Motion carried unanimously.

IX. New Business

A. Leadership Reports

Leann asked if there were questions.

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

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

- C. Transparency Reporting Certification- Fall- Leann reviewed this with the Board
This is the document certifying that our website is up to date and complete. We do it twice a year.

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

- D. Partner Solutions Quarterly Report- Jason reviewed this with the Board
The update is standard for this time of year.

The items below pertain to the nonprofit status of the school

Dickinson Wright took care of our filing of the Articles of Incorporation, there were no changes.

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

The annual Restated Articles of Incorporation submission and ratification is approved as presented. Motion by Walker, supported by Bynum. Motion carried unanimously.

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

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

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

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

H. Athletic Handbook 2023-2024-Jason reviewed this with the Board

- o There were no major changes
- o Working through eligibility requirements
- o Academic qualifications
- o Weapons verbiage around toy weapons
- o COVID 19 verbiage removed

The Athletic Handbook for 2023-2024 is approved as presented. Motion by Walker, supported by Bynum. Motion carried unanimously.

I. Student Handbooks 2023-2024

The Student Handbooks for 2023-2024 are approved as presented. Motion by Walker, supported by Bynum.

X. Public Comment- Leann- we were just awarded another grant in the mental health cohort. We are one of the 20 districts in national program for research and resources.

XI. Board Comment- Mental health comments and personal experiences with family. Moving the board meeting to the board room.

XII. Correspondence -None

XIII. Authorizer Comment-Johnathon

Thank you for coming to conference
He will take the two candidates to the Trustees, trying for their September meeting.
Think about orientation school, board, strategic plan, etc.
Academic Performance Report video of presentation and short present in September.

XIV. Adjournment

Motion by Walker, supported by Bynum to adjourn the meeting at 6:28pm. Motion carried unanimously.

Proposed Minutes Respectfully Submitted,


Teresa Golba

Approved by the Board of Directors at their 9-14- 2023 meeting.

Secretary  Date 9-14-2023