

PROPOSED

*Approved*

**Summit Academy North  
Board of Directors  
July 14, 2022  
18601 Middlebelt Road, Romulus, MI 48174  
High School**

**MINUTES**

- I. Call meeting to order at 6:20pm**
- II. Roll call: Present: President Operhall, Secretary Bynum, Treasurer Walker  
Excused: Vice-President Ring**
- III. Pledge of Allegiance**
- III. Approval of Minutes of June 9, 2022**

**The minutes of the regular meeting of June 9, 2022, are approved as presented. Motion by Secretary Bynum supported by Treasurer Walker. Motion carried unanimously.**

**IV. Approval of Agenda July 14, 2022**

**The agenda of the regular meeting of July 14, 2022, is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Motion carried unanimously.**

- VI. Consideration of Bills/Receipts/ 4<sup>th</sup> Quarter Financial Report Jason Hamstra reviewed this with the Board**
  - A. Approval of the bills, receipts, financial report

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

- B. EMMA Letter, US Bank Letter, Continuing Disclosure

**The continuing disclosure bond documents are approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

- C. Invoice Approvals- Jason reviewed this with the Board
    - 1. Riddell Invoice-is for athletic equipment, football equipment.

PROPOSED

**The Riddell invoice in the amount \$10,200.70 is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

2. LockOut, LLC quote

- Leann stated this is for school security. It is for all three buildings. There will be additional equipment for full implementation. We will look at State Police Safety grants for next year, and the next phase.
- All interior doors.

**The LockOut LLC quote in the amount of \$41,397.00 is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Motion carried unanimously.**

**VII. Old Business**

- A. Contract Amendment Virtual Program- Jason reviewed this with the Board Jason- with the pandemic, our K-12 virtual/remote program was implemented. Our virtual program previously had approval for grades 6-12. The Academy is seeking approval for grades K-12.

**The Contract Amendment Virtual Program K-12 is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Motion carried unanimously.**

- B. Preschool Contracts- Jason will reviewed these with the Board Construction project- certain parts of the construction project need approval on this point. These materials and labor have been through the competitive bid process.
- Electrical Materials and Labor
  - Plumbing Materials and Labor
  - Foundation, Footings, Brick, and Block Materials and Labor
  - Framing Labor

**The electrical bid from Suburban Electric is approved, not to exceed \$147,380, and the Board designates Treasurer Walker to coordinate with Dickinson-Wright to develop and execute the contract. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**The plumbing bid from FM Clark Plumbing is approved, not to exceed \$198,700, and the Board designates Treasurer Walker to coordinate with Dickinson-Wright to develop and execute the contract. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

PROPOSED

**The footings, brick, block bid from Z&Z Contracting is approved, not to exceed \$110,000, and the Board designates Treasurer Walker to coordinate with Dickinson-Wright to develop and execute the contract. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**The framing bid from Michael McCarthy Construction is approved, not to exceed \$117,725, and the Board designates Treasurer Walker to coordinate with Dickinson-Wright to develop and execute the contract. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**VIII. New Business**

- A. Leadership Reports-Leann reviewed this with the Board. The Board had no questions.
- B. Leann informed the Board of the Administration Retreat. She stated that it went very well. The Central Office administrators met with each building administrator separately.
- C. Leann talked with the Board about an addendum to the student handbooks to make it mandatory that students have completely clear backpacks.

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**Motion by Secretary Bynum, supported by Treasurer Walker to add an addendum to the student handbooks requiring all students to have completely clear bookbags, K-12 for the 2022-2023 school year and beyond. Motion carried unanimously.**

**IX. Public Comment-None**

**X. Board Comment-None**

**XI. Correspondence- ACH Payment Correspondence, Partner Solutions**

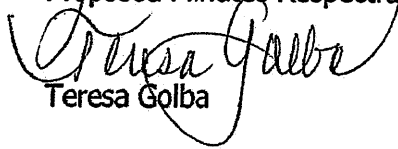
**XII. Authorizer Comment-None**

**XIII. Adjournment**

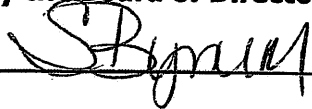
**Motion by Treasurer Walker, supported by Secretary Bynum to adjourn the meeting at 6:40pm. Motion carried unanimously.**

PROPOSED

Proposed Minutes Respectfully Submitted,

  
Teresa Golba

Approved by the Board of Directors at their 8-11-22 meeting.

Secretary:  Date: 8-11-22

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.

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**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.**

Proposed

**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.**

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- 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.**

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- 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



Proposed

**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.**

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### **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.

Proposed

**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

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**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.

Proposed

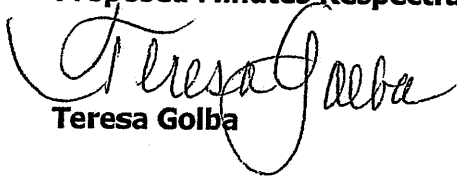
**XIII. Authorizer Comment-Johnathon Trout-**

-He hopes to see everyone on the 23<sup>rd</sup>. 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

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

Secretary  Date \_\_\_\_\_

PROPOSED

**APPROVED**

**Summit Academy North of Directors  
18601 Middlebelt Road, Romulus, MI 48174  
High School  
Regular Meeting  
Thursday, September 8, 2022  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order at 6:03 pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: President Operhall, Vice-President Ring, Secretary Bynum  
Excused: Treasurer Walker**
- IV. Approval of Minutes of August 11, 2022**

**The minutes of the annual organizational meeting are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- V. Approval of Agenda September 8, 2022**

**The agenda of the regular meeting of September 9, 2022, is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- VI. Consideration of Bills/Receipts/Financials-Jason will review this with the Board**

**A. Bills, Receipts, Financials**

- Jason stated we are on target regarding the budget.
- The enrollment numbers are higher than the projected number.
- We are where we should be this time of year. It is a busy time for ordering.

**The bills, receipts, and financial reports are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- B. Invoices for approval**  
**a. PowerSchool**

**The PowerSchool invoice in the amount of \$18,905.70 is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**VII. Old Business**

- Leann stated the administrators are very close to finishing the updating of the strategic plan, and that we should have something to bring to the Board for review in October, and plan on working on it together in November.
- Operations and Sustainability needs work. Treasurer Walker and Vice-President Ring will work on it.
- B. Board Committee Reports
- 1. Finance-Treasurer Walker will update the Board.
- Jason Hamstra stated there was nothing major to report at this time. Once the first count day in October comes, we will have more information.
- 2. Governance/Staff Retention- Treasurer Walker will update the Board- Jason Hamstra stated there was no report
- 3. Academics-President Openthal will update the Board-
- President Openthal stated that she was very happy with the reports she is receiving from Alicia on summer school.
- Alicia spoke about professional development and how good Gerry Brooks was. He was exactly what we needed.
- In addition, the teachers had REVEAL training and Doug Curry worked with teachers on classroom management.
- We didn't have the staff turnover we typically do. The half-day Fridays are a part of that. Teachers have more planning time.
- Alicia stated that the beginning of the year has gone smooth. Students and staff are glad to be back.
- Laptop roll-out has gone smoothly, thanks to the technology team.
- Leann stated that we are celebrating our 25<sup>th</sup> anniversary.
- 4. Stakeholder Involvement/Communication-Secretary Bynum review this with the Board

- Secretary Bynum stated that parents have been happy with communication. It's important to make sure our communications are consistent with the families.
- Meet The Teacher went well at all the buildings. Next year we will have a second Meet The Teacher in the evening for those families who are not able to come during the day.
- Climate and Culture Council is forming. It includes volunteer interested staff.
- Leann stated that we now have a family liaison who works with new families to help them, and their student, become family with our school. He is doing an amazing job handling one-on-one emails and questions.
- Leann added that we are staying with our policy of no parents in the main part of the building to drop off students.

**VIII. New Business**

- A. Leadership Reports  
Leann invited questions and stated that the administrators would be at the next meeting.
- B. Student Handbooks  
Leann asked the Board if they had any questions.
- Vice-President Ring stated that some of the verbiage was missing from the elementary handbook.
- Leann stated that the verbiage would be copied and added from the other handbooks.
- Alicia added that the NWFA assessments are in the handbook.

**The Student Handbook(s) are approved as amended. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**C. Athletic Handbook**

**The Athletic Handbook is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**IX. Public Comment-None**

**X. Board Comment-Vice-**

- President Ring asked if there was any follow-up from the parent that attended one of the meetings. Leann responded that he hasn't reached out.
- Leann stated that we were second for the innovation award at CMU.

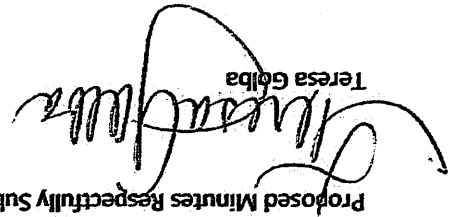
**XI. Correspondence-None**

**XII. Authorizer Comment-None**

PROPOSED

**XIII. Adjournment**  
**Motion by Vice-President Ring, supported by Secretary Bynum to adjourn the**  
**meeting at 6:52 pm. The motion carried unanimously.**

Proposed Minutes Respectfully Submitted,

  
Teresa Golba

Approved by the Board of Directors at  
their 10-11-22 Meeting

Secretary: Bynum

Date: 10/11/22

**APPROVED**

**Summit Academy North Board of Directors  
SPECIAL MEETING  
Board of Education Room  
Central Office 18601 Middlebelt Road,  
Romulus, MI. 48174  
Tuesday, October 11, 2022  
7:00 p.m.**

**MINUTES**

- I. Call Meeting to Order 7:00 pm**
- II. Pledge of Allegiance**
- III. Roll Call: Vice President Ring (Present), Secretary Bynum (Present),  
Treasurer Walker (Present), President Operhall**
- IV. Approval of Minutes of September 08, 2022**

**The minutes of the regular meeting of September 08, 2022, are approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- V. Approval of Special Meeting Agenda October 11, 2022**

**The agenda of the special meeting of October 11, 2022, is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- VI. Consideration of Bills/Receipts/ 1<sup>st</sup> Quarter Financial Report and US Bank Letter**

- A. First Quarter financials, bills, and receipts**

- Jason Hamstra reviewed the September and 1<sup>st</sup> Quarter financials with the board.

**The first quarter financials, bills, and receipts are approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- B. US Bank letter, Certification for EMMA**

- Jason Hamstra reviewed the bond covenant certification with the board.



<sup>Proposed</sup>  
**APPROVED**

**The US Bank Continuing Disclosure and EMMA certification are approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

C. Invoices for approval-Jason reviewed this with the Board

- i. Digicom Global Inc. invoice for \$17,055.63. This will come from School Safety grant funds.

**The Digicom Global, Inc. quote in the amount of \$17,055.63 is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- ii. Schlate Trucking invoice for \$21,255. This is for site preparation and asphalt removal for preschool construction.

**The Schlate Trucking invoice in the amount of \$21,255 is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- iii. Imagine Learning invoice for \$14,100. This is for academic intervention for Math and Language Arts driven by results from NWEA/MAP Testing.

**The Imagine Learning quote in the amount of \$14,100 is approved as presented. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

D. 2022-2023 Section 98c Learning Loss Plan-Alicia reviewed this with the Board.

- Alicia Jenkins reviewed the Learning Loss Plan.
- Plans primary focus is implementation of "What I Need" (WIN) time in grades K-12.
- WIN focuses on addressing specific learning targets that are student specific.

**VII. Old Business**

A. Construction Bid Approvals- Jason reviewed this with the Board

- i. Cement Work Bid: Received two bids for cement work one from Midtown Group and one from Biundo Cement. Midtown Group did not include sidewalk as was indicated in the bid package.

**The bid from Biundo Cement for \$58,000 for cement work was approved as presented contingent upon Dickinson-Wright review and draft of the contract, designating Jason Hamstra to sign the contract. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- ii. **Windows Bid:** Received one bid from Lincoln Park Glass for \$62,705

**The bid from Lincoln Park Glass for \$62,705 for windows was approved as presented contingent upon Dickinson-Wright review and draft of the contract, designating Jason Hamstra to sign the contract. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- iii. **Roofing Bid:** Received one bid from Armstrong Inc for \$44,000. This was the contractor that complete the summer roofing project

**The bid from Armstong Inc for \$44,000 for roofing materials and installation was approved as presented contingent upon Dickinson-Wright review and draft of the contract, designating Jason Hamstra to sign the contract. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- iv. **HVAC Bid:** Received two bids from Temperature Solutions for \$189,248 and Gee Missler for \$123,873. The Gee Missler bid was turned in past the deadline, was missing components, and completion timeline was 5 months out.

**The bid from Temperature Solutions for \$189,248 for HVAC equipment and installation was approved as presented contingent upon Dickinson-Wright review and draft of the contract, designating Jason Hamstra to sign the contract. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

- v. **Lumber Bid:** Received two bids for lumber material from Carter Lumber for \$121,858 and Man's Lumber \$93,638.

**The bid from Man's Lumber for \$93,638 for lumber was approved as presented contingent upon Dickinson-Wright review and draft of the contract, designating Jason Hamstra to sign the contract. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

**VIII. New Business-NONE**

**IX. Public Comment - NONE**

**X. Board Comment - NONE**

**XI. Correspondence - NONE**

**XII. Authorizer Comment**

- A. Mr. Trout reminded the board of upcoming professional development

Proposed  
**APPROVED**

opportunities.

**XIII. Adjournment**

**Motion for adjournment at 7:29 pm. Motion by Secretary Bynum, supported by Treasurer Walker. Carried Unanimously.**

**Proposed Minutes Respectfully Submitted,**

  
**Jason L. Hamstra**

Approved by the Board at their 11-10 2022.

Secretary: 

Date: 11/10/22

**Summit Academy North of Directors  
18601 Middlebelt Road, Romulus, MI 48174  
North High School  
Thursday, November 10, 2022  
6:00 p.m.**

**MINUTES**

**I. Call Meeting to Order 6:00pm.**

**II. Pledge of Allegiance**

**III. Roll Call:**

**Present: President Operhall, Vice-President Ring, Secretary Bynum  
Excused: Treasurer Walker**

**IV. Approval of Minutes of the regular meeting of October 11, 2022  
The minutes of the special meeting of October 11, 2022, are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum.  
Motion carried unanimously.**

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**V. Approval of Agenda of the regular meeting of November 10, 2022  
The agenda of the regular meeting of November 10, 2022, is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum.  
Motion carried unanimously.**

**VI. Audit Presentation- Croskey Lanni reviewed this with the Board-**

- Steve Scheel presented the audited financials.
- Independent audit opinion with no findings. Clean opinion.
- 33% unrestricted revenue-solid financial position.
- MDE letter may come on fund balance expense, the budget stated that the Academy would not utilize fund equity
- Federal Funds- Single Audit- more detailed compliance requirements. No findings or questioned costs.

**The annual audited financial statement, complete audit report, and opinion of an accountant with a copy of the management letter delivered by the auditors, are accepted as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**VII. Consideration of Bills/Receipts/ Financial Report-Jason reviewed this with the Board**

**A. Financial Report**

- Jason reviewed the financials.

- Vice-President Ring- Occupational Therapy- expenses are high.
- Jason reminded the board that the retention bonuses budgeted for the 2022-23 school year are going out on the 16<sup>th</sup> of the month.
- President Operhall asked about Leann and the bonuses. She did not receive the end of year or the November bonus.

**The bills, receipts and financial reports are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**Motion by Secretary Bynum, supported by Vice-President Ring to approve the bonus for Leann commensurate with what the administrators received in June 2022 and in November 2022.**

- B. Board approved response to audited financial statement, single audit, and no management letter. Accepted earlier.
- C. Budget Revision- Jason reviewed this with the Board
  - Jason- there are several outstanding grants that we are waiting to receive final allocations for.
  - Jason is hopeful that the budget revision will be brought to the Board at the December meeting.
- D. Exhibit A Bond Series 2021-Jason reviewed this with the Board
  - Jason reviewed the annual disclosure compliance. This included financial compliance items, student enrollment, student retention, and state report card information.

**The Exhibit A Annual Disclosure on Bond Series 2021 is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

### **XIII. Old Business**

- A. Strategic Plan- Leann reviewed this with the Board
  - Leann sent the strategic plan in the October board packet.
  - We need to complete the sustainability piece. The District Accreditation is this year. Both Vice-President Ring and Jason Treasurer Walker want to work on the sustainability component of the strategic plan. Perhaps the team can meet and bring something to the December meeting.

### **IX. New Business**

- A. Leadership Reports- Building Principals reviewed their report with the Board.
  - Frank updated the board on elementary activities and highlights.
  - Brenda updated on preschool student in the hospital and preschool program.
  - Ria discussed disruptive students the Academy efforts to strengthen de-escalation strategies.

- Mike introduced Danielle Stathakis, new assistant principal at the middle school. Mike also highlighted middle school activities.
- High School - Leann presented because high school administrators were attending National Honor Society induction. High school admin will come in December.
- New Preschool- Leann commented that the septic field is in.
- B. Re-enrollment and Open Enrollment Dates- Leann reviewed this with the Board.
- Leann Have to be approved every year.
- Leann stated her last year will be 2023-2024.
  1. Re-enrollment Dates: 2023-2024: January 10, 2023-February 6, 2023.
  2. Open Enrollment Dates: 2023-2024: February 7, 2023 - February 23, 2023

**The re-enrollment dates for 2023-2024, and open enrollment dates for 2023-2024 are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**X. Public Comment-None**

**XI. Board Comment-President Overhall commended Frank for his programming.**

**Ring stated that the report from auditor was impressive. Commended the team. Thank you.**

**XII. Correspondence- none**

**XIII. Authorizer Comment -Email from Jonathon that the Board development on the 17<sup>th</sup> has been cancelled.**

**XIV. Adjournment**

**Motion to adjourn the meeting at 6:55pm. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**Minutes respectfully submitted,**

Teresa Golba

Approved by the Board at their 12-8 2022 meeting.

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED**

**Summit Academy North of Directors  
Regular Meeting  
High School  
18601 Middlebelt Road, Romulus, MI. 48174  
Thursday, December 8, 2022  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order-6:05pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: President Operhall, Vice-President Ring, Treasurer Walker  
Secretary Bynum present at 6:10pm**
- IV. Approval of Minutes of November 10, 2022**

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**The minutes of the regular meeting of November 10, 2022, are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- V. Approval of Agenda December 8, 2022**

**The agenda for the regular meeting of December 8, 2022, is approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously**

- VI. Consideration of Bills/Receipts/ Financial Report-Jason reviewed this with the Board**
  - A. Financial Report**
    - Jason Hamstra reviewed the financials
    - Over-runs will be addressed in budget revision
    - We are still waiting on state funds to be decided. We are hoping to have remaining state grant information for the budget revision.
    - We are working on the revision-possibly at January
    - Jason Hamstra stated that the Academy is analyzing OT services. All the OT is contracted. We're asking for actual logs per pupil for more detail.

**The financial report, bills, receipts are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- B. Confirmation of FID Submittal- Jason reviewed this with the Board
  - Document shows we filed the FID by November 1<sup>st</sup>.
- C. Invoices for Board Approval- Jason reviewed this with the Board
  - 1. Schalte Trucking- \$14,872.00
    - Jason Hamstra stated the invoice is for construction for the new preschool.

**The invoice for Schalte Trucking in the amount of \$14,872 is approved as presented. Motion by Vice-President Ring supported by Treasurer Walker. Motion carried unanimously.**

**Secretary Bynum in at 6:10pm**

## **VII. Old Business**

### **A. Board Committee Updates**

- 1. Finance-Treasurer Walker-Jason Hamstra we're progressing on the budget revision.
- 2. Governance/Staff Retention-Treasurer Walker-No report
- 3. Academics-President Operhall- Doug Curry joined the Academy for targeted professional development for teachers in classroom management. The Academy is monitoring the implementation of WIN (What I Need) classes.
- 4. Stakeholder Involvement/Communication-Secretary Bynum-No report

## **VIII. New Business**

### **A. Leadership Reports**

- Jason stated that we are approximately 100 students from original budget projections for this school year.
- We do have a waitlist in GSRP

### **B. Maximum Enrollment Annual Approval by the Board- Jason reviewed this with the Board-Currently 2,110 Maximum Enrollment**

- This is an annual notification for the Board to acknowledge.
- Vice-President Ring-we should plan to advertise.
- Jason stated that our next major marketing push is for the inTandem program.

**The maximum enrollment of 2,110 is approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

### **D. NCSI Fall 2022 Updates-Jason reviewed this with the Board**

- Jason, counsel has reviewed the updates; legal recommended approval of all policies in the update including the Table of Contents.



The NCSI Fall 2022 updates- Table of Contents, Policies-6108, 6700, 9150 are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.

IX. Public Comment-None

X. Board Comment-None

XI. Correspondence-None

XII. Authorizer Comment-Jonathon Trout

- Board vacancy-333 days vacant. He would like it to be a standing agenda item until it's filled.
- Parental Rights posting. Board room, all offices of the building, and CO.
- January 24 Board president roundtable at the Westin. Email will be sent.
- Jason Hamstra asked if CMU is looking at a possible candidate for our vacancy.
- Mr. Trout responded that the center used to have a program, not any longer; but he will check.
- Vice-President Ring- important to have parent on board. Hearing from a parent is a good perspective.
- Mr. Trout- in the vetting process you can talk to a person anytime if there isn't a quorum.

XIII. Adjournment

Motion by Vice-President Ring, supported by Treasurer Walker to adjourn the meeting at 6:26 pm. Motion carried unanimously.

Proposed Minutes Respectfully Submitted:

Teresa Golba

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPOSED**

**APPROVED**

**Summit Academy North of Directors  
18601 Middlebelt Road  
Romulus, MI. 48174  
High School, Room 205-206  
Thursday, February 9, 2023  
6:00 p.m.**

**MINUTES**

**I. Call Meeting to Order 6:02 p.m.**

**II. Pledge of Allegiance**

**III. Roll Call:**

**Present: Treasurer Walker, Secretary Bynum, Vice-President Ring**

**Excused: President Operhall**

**IV. Approval of Minutes of December 8, 2022**

**The minutes of the regular meeting of December 8, 2022, are approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**V. Approval of Agenda February 9, 2023**

**The agenda for the regular meeting of February 9, 2023, is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**VI. Consideration of Bills/Receipts/ Financial Reports, and Second Quarter Financials- Alicia Jenkins reviewed this with the Board**

- Alicia-there are line-items overages in the budget; Jason is working to reclass staff with a grant.
- Preschool grants to provide coverage.
- Homeless grant will be coming in.

**A. Bill, receipts, financial reports-December, and January**

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

**B. Second Quarter US Bank Continuing Disclosure**

- Alicia stated these are the customary quarterly documents with US Bank.

**The second quarter continuing disclosure US Bank documents are approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**C. Budget Revision and Resolution**

- Alicia reviewed this with the Board on behalf of Jason Hamstra.
- The budget was originally calculated with 1573 students. Our number is lower.
- Moved ESSER funds.
- Budget is to the negative, for the construction at the preschool.
- Fund equity will cover part of the \$2 million construction costs, \$1.7 will be outstanding.
- Governor proposed expansion of GSRP. More students may be eligible.
- President mentioned universal preschool, again.

**The budget revision for the 2022-2023 budget is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**VII. Old Business**

**A. Administrative Committee Reports to the Board**

**Board Committee Updates**

1. Finance- Treasurer Walker- shared in the budget conversation.
  - a. Staff Retention-We have talked about what we've been doing.
  - b. Foundation Formation-No traction, this is a future project.
2. Governance/Staff Retention-Treasurer Walker-Same thing. Governance *is* the strategic plan.
3. Academics-Operhall-Alicia-Targeted support for improvement. Some subgroups are under-performing. We have hit the threshold for extra support post-pandemic. Continue working with our current plan which addresses our concerns and their shortcomings.  
Vice-President Ring- status question, does it come with "help"? Alicia responded in the affirmative. We will receive a stipend for a grant and priority for professional development. We would receive more access to better help. The system is flawed, and the Department of Education knows it.
4. Stakeholder Involvement/Communication- Leann/Secretary Bynum- Surveyed all stakeholders in preparation for the accreditation review. Most felt strongly that the schools are welcoming, safe, and positive. Area of improvement- only 11% of parents responded, but they indicated differentiation of instruction.

Secretary Bynum stated that staff, and students' response was good, but we had a low response from parents. It is a much easier survey.

- B. Board Vacancy- Leann reviewed this with the Board (new standing agenda item)**

Leann-we have a past parent who is interested. Nelly McAffery Browning. She has two students that have graduated. She is a wonderful parent, who is very involved. If she's interested, she will complete the application.

Strategic Plan- Leann reviewed this with the Board.

- The strategic plan is ready to go.
- She had a conversation with Treasurer Walker and Vice-President Ring about sustainability and operations. This is really the Board's job.
- inTandem is a part of that. We should roll it into another pillar.
- Growing with the inTandem platform.

Tabled. No action taken.

### **VIII. New Business**

- A. Leadership Reports-no questions
- B. Contract Review Process- Leann reviewed this with the Board
  - Leann-this is the same process nothing has changed. It has been approved by Legal.

**The Contract Review Process is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

- C. AER- Alicia reviewed this with the Board
  - Alicia- the annual education report cover letters and results have been compiled.
  - We have submitted the report to CMU, and it has been posted to our transparency page.

**The AER is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

- C. Partner Solutions Quarterly Report-Alicia reviewed this with the Board
  - Alicia- new hires and separations, changes.
  - We lost custodians and cafeteria.
  - Few teachers left for personal reasons.
  - All filled with great replacements.
  - We are always looking for bus aides and bus drivers.
  - We lost the Guidance Counselor at the middle school.
  - We also are looking for another school social worker and psychologist.
  - A couple people have left and have come back. It's about relationships.
- D. Public Act 144 of 2022, Benchmark Assessment Progress Report-Alicia reviewed this with the Board.
  - Alicia overview- from winter testing.
  - Growth 50% growth- math 7 of 13, ELA 8 of 13.

- Brad Garbutt is working with teachers and admin to go over individual students' results. Looking at subgroups when we look at this data.
- Work on ethnicity, and in-person v. virtual.

**The Public Act 144 of 2022 benchmark assessment progress report is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**IX. Public Comment- Eric Thomas- Parent**

- Expressed concerns on the climate and culture at the schools.
- His daughter had an incident. Leann will investigate Monday.
- Safety checks in place. IChat background checks will be used.
- Leann will speak with Mr. Bravo regarding the Dad's Club.

**X. Board Comment-Thanked Mr. Thomas and his daughter for coming.**

**XI. Correspondence- none**

**XII. Authorizer Comment**

- Johnathan Trout of CMU- webinar on the 30<sup>th</sup> on the legislative process, there is a video, engagement, and outreach guides.
- Identify state and federal representatives and invite them to the schools. Example of impact of having representatives at the school.
- Charter school day in Lansing in May. Encouraging engagement at school and board level.
- 21<sup>st</sup> of February finance board development session in Novi.
- Unconference for teachers and admin on a Saturday in Dearborn. Keynote speaker Tim Cusack. Dearborn Academy on Ford Road. CMU hopes to get a good response. They get School Continuing Education Clock Hours.

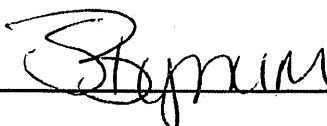
**XIII. Adjournment**

**Motion by Treasurer Walker, supported by Secretary Bynum to adjourn the meeting at 7:05 pm. Motion carried unanimously.**

**Proposed Minutes Respectfully Submitted,**

  
Teresa Golba

Approved by the Board at their 3-9- 2023 meeting.

Secretary:  Date: 3-9-23

**APPROVED**  
**PROPOSED**

**Summit Academy North  
Board of Directors  
18601 Middlebelt Road, Romulus, MI 48174  
Thursday, March 9, 2023  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order at 6:04 pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: Present: President Operhall, Secretary Bynum, Vice-President Ring  
Treasurer Walker-in at 6:09 pm**

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**IV. Approval of Minutes of February 9, 2023**

**The minutes of the regular meeting of February 9, 2023, are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**V. Approval of Agenda March 9, 2023**

**The agenda of the regular meeting of March 9, 2023, is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**VI. Consideration of Bills/Receipts/ Financial Report- Jason will review this with the Board**

**A. Financial Report, Bills, Receipts**

- Jason the line-item budget is like last month.
- Alicia and Jason worked at ESSER expenditures, like summer school.
- Preschool is coming in under budget. Jason gave an update on progress.

**The bills, receipts, and financial report are approved as presented.  
Motion by Vice-President Ring, supported by Secretary Bynum.  
Motion carried unanimously.**

## **VII. Old Business**

### **A. Administrative Committee Reports to the Board**

#### **1. Finance- Treasurer Walker-Hamstra**

- Jason Hamstra -already reviewed.
- ESSER III fund-this is the last year to expend these funds.

#### **2. Governance/Staff Retention- Treasurer Walker-Leann**

- Leann has had conversations with CMU and Winta Tedla regarding River Heights. CMU sees us in a capacity to do something creative. We aren't interested in a massive financial commitment.
- Jonathon Trout- The question would be the potential impact if they closed completely and were no longer a CMU school. We'd like to reach out to help place the 82 students.
- Their Board will be deciding on March 20<sup>th</sup>.

#### **3. Academics-President Operhall-Alicia**

- We have had NWEA coaching, which CMU finances for us. We may do the coaching on our own. It is the best PD, it's ongoing, once a month. It is exactly what we need. Very helpful. Only for a handful from each building would train, then they bring it back to their building.
- District improvement planning is progressing.
- ELA resource has been narrowed down.

#### **4. Stakeholder Involvement/Communication- Secretary Bynum-**

- We are working on SABRES- high need student identification.
- Reaching out to parents, about wrap around help. Alicia and Leann went to the AASA- conference.
- Mental Health conference- getting as much information as we can. We are finalizing the strategic plan, and will present to the families.
- Nelly will not serve on the board. Too time consuming. Leann is looking for additional information.

- B. Transparency Certification Spring- Jason updated the Board.
- Jason this is our typical certification document comes up three times a year.

**The spring Transparency Certification is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- C. Board Vacancy- Leann updated the Board.
- Nelly McCaffery has decided it is too time consuming. Secretary Bynum will reach out. Time frame, she would be targeted for June. We'd have to know by the April CMU board meeting.
- D. Strategic Plan- Leann updated the Board.
- Leann sent the plan to the Board; she reviewed the highlights. Our focus is on data and data analysis. Training on the dashboard.

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**The strategic plan is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

#### **VIII. New Business**

- A. Leadership Reports- Leann asked if there were any questions.
- B. Insurance Proposal- Jason reviewed this with the Board.
- Jason stated the proposal is from General Agency. We are seeing an increase due construction costs, and we're adding the preschool. We'll be shopping again next year; it has been 3 years.

**The insurance proposal from General Agency is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- C. 2023-2024 Board Meeting Calendar-Leann reviewed this with the Board.
- It's a typical meeting calendar for the board.



**The Board Meeting Calendar for 2023-2024 is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

- D. 2023-2024 School Calendar- Alicia reviewed this with the Board.
- Very similar to this school year.
  - We are using professional development as instructional time.
  - We asked for teacher input and made the adjustments.
  - Remote Friday is a big draw for staff and students.

**The 2023-2024 school calendar is approved as presented. Motion by Treasurer Walker, supported by Vice-President Ring. Motion carried unanimously.**

- E. Audit Engagement Letter- Jason reviewed this with the Board.
- Jason Croskey Lanni has been our auditor for a long time.
  - The price has gone up, and it is good for 2023, 2024, 2025.

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**The Audit Engagement Letter from Croskey Lanni is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**IX. Public Comment-Leann addressed conversation the parent had with the Board at the last meeting. The situation has been addressed.**

**X. Board Comment-None**

**XI. Correspondence-None**

**XII. Authorizer Comment-Jonathan Trout updated the Board**

- The annual conference is August 15<sup>th</sup>.
- The center is working on the details.
- It will be at the Suburban Collection.

**XIII. Adjournment**

**Motion by Vice-President Ring, supported by Treasurer Walker to adjourn the meeting at 7:08 pm.**

Proposed Minutes Respectfully Submitted,

  
Teresa Golba

Approved by the Board of Directors at their 5/15/23 *Special* meeting.

President: \_\_\_\_\_  
Secretary: Kathleen Overhall

Date: 5-15-2023

PROPOSED

**APPROVED**

**Summit Academy North Board of Directors  
18601 Middlebelt Road, Romulus, MI. 48174**

**High School  
Monday May 15, 2023  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order 6:22pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: President Operhall, Vice-President Ring, Treasurer Walker  
Excused: Secretary Bynum**
- IV. Approval of Minutes of March 9, 2023**

**The minutes of the March 9, 2023, meeting are approved as presented. Motion by Treasurer Walker, supported by Vice-President Ring. Motion carried unanimously.**

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- V. Approval of Agenda May 15, 2023**  
Jason would like to add:  
Invoices/Proposals – Wonders ELA curricular  
Playground- Preschool and Elementary

**The agenda for the special meeting of May 15, 2023, is approved as amended. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- VI. Consideration of Bills/Receipts/ Financial Report - Jason will review this with the Board.**
  - A. Financial Report**
    - Jason reviewed
    - No questions
    - Total expenditures this year are at 58%

**The financial report, bills, receipts are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- B. 3<sup>rd</sup> Quarter Letters, Certifications**
  - Jason reviewed
  - Typical bond disclosures and certifications.
  - No questions.

**The 3<sup>rd</sup> Quarter Letters and Certifications on the 2021 Bonds are approved as presented. Motion by Treasurer Walker, supported by Vice-President Ring. Motion carried unanimously.**

C. Invoice for Board Approval:

1. Security 101 Proposal

- Jason reviewed
- New camera system throughout all buildings, including preschool
- School safety grant received \$180,000
- Security 101 is in the REMC Consortium

**The Security 101 Proposal in the amount of \$117,475.34 is approved as presented. Motion by Treasurer Walker, supported by Vice-President Ring. Motion carried unanimously.**

2. ELA program -Wonders

- Alicia met with team
- New Wonders- McGraw Hill
- K-12 Resource
- Asking Board to approve, not to exceed \$402,000, for six years
- Line item budgeted in ESSER III for \$200,000
- The last ELA resource, we've had for 8 years. Wonders using 2014 edition.
- Revamps are expensive. Majority felt best to stay with Wonders- including input from coaches, teachers, admin, etc.

**The Wonders ELA Resource K-12 is approved, not to exceed \$402,000, Motion by Vice-President Ring, approved by Treasurer Walker. Motion carried unanimously.**

3. Playground Proposals-Preschool/Elementary

- Jason reviewed
- From Michigan Recreational Construction
- Preschool and the old elementary, must meet GSRP and Preschool- requirements.
- Preschool- \$72650.00 Covered by preschool grant

**The preschool Michigan Recreational Construction proposal in the amount of \$72,650 is approved and presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried.**

- ESSER III funds were set aside to update the playground main structure
- Remove the large play structure adds new

**The elementary Michigan Recreational Construction proposal in the amount of \$75,800 is approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

**VII. Old Business**

A. Administrative Committee Reports

1. Finance- Treasurer Walker will update the Board. No report

2. Governance/Staff Retention- Hamstra- state's budget-there are three different budgets being proposed. The median looks like \$450/per pupil. The school safety money is coming back next year. May see what an increase in 401K looks like. Treasurer Walker stated that he read HR the report. Jason stated that years 5-10, is a tough tier.
3. Academics- President Operhall asked Alicia to update- Alicia stated that we've been doing the testing, State, NWEA, Root/Cause phase. The Cognia review process was different, they didn't come into the building. The team noted strong climate, culture, and relationships. Area of Strengths: Increase in diversity of staff, Ability to navigate challenges i.e., inTandem. Areas of growth- continuing work with differentiation of instruction- always working on a formalized plan for progress. Excited about the feedback.
4. Stakeholder Involvement/Communication- Leann reviewed this with the Board. Leann stated that we are getting ready to survey all stakeholders for feedback on what is going well and what needs work. Communication rolling out new strategic plan fall 2023.

B. Board Vacancy- Leann reviewed this with the Board

- We have been working on the accreditation.
- Summer is when we'll sift through parents, admins suggestions.
- We do need to withdraw McCaffery.

**The Board Application for Mellie McCaffery is withdrawn. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

**VIII. New Business**

- A. Leadership Reports-Jason asked if there were any questions? Jason Treasurer Walker- there is simply too much testing this time of the year. NWEA, MSTEP, End of Unit Assessments, 4<sup>th</sup>, and 7<sup>th</sup>
- B. HR Quarterly Report-Jason reviewed this with the Board.
  - Jason the report is the quarterly report from Partner Solutions
  - Salary Comparisons
- C. Board discussion, motion on Contract Amendment Questionnaire and Resolution- Leann reviewed this with the Board. CMU motion no contract amendment for next year.

**The Contract Amendment Questionnaire and Contract Amendment Resolution are accepted as presented. No contract amendment is needed at this time. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously**

- D. Discussion on summer meeting dates: June 8, July 13, August 10- Leann reviewed this with the Board.

- The board would like to change the organizational meeting to August 17, 2023.

**The Board meeting dates for June, July, and August are June 8, July 13, August 17. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- E. Bus bids for 2023-2024-Jason reviewed this with the Board
  - Jason- we received two bids. Hoekstra, and Holland.
  - Both leases are for 36 months
  - Mileage -17,000 annual both bids
  - Mark recommending Hoekstra

**The bus bid submitted by Hoekstra is approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- F. CTE Agreement with Taylor Public- Jason reviewed this with the Board.
  - This is a renewal for the agreement made last year.

**The CTE Agreement with Taylor Public schools is approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- G. School Vended Meals Contract 2023-2024 Year 1 Renewal- Jason reviewed this with the Board.

**The year one (1) contract renewal for vended meals through Variety Food Services originally dated approved June 2022, is approved as presented, contingent on MDE's review and approval. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- H. Facilities Discussion- Leann reviewed this with the Board
  - Update on preschool
  - When we the building is ready, we'll have a meeting over there
  - We visited River Heights asking \$1.78 million
  - Vice-President Ring- maybe host events at a movie theater
  - Rough plumbing and electrical getting done at preschool
  - Jason stated that bleachers at the football fields, possibly a track.

**IX. Public Comment-None**

**X. Board Comment**

- President Operhall stated it would be nice to have board come to graduation- means a lot to the kids. Risha is coming, Kathy is coming.

**XI. Correspondence-none**


**XII. Authorizer Comment-Jonathan Trout-**

- Mr. Trout wanted to make the board aware that the board vacancy is at 491 days.
- May 30<sup>th</sup> virtual webinar on conflict of interest and incompatible public office.
- August 15<sup>th</sup> annual conference. Over 150 registered. All day. 500 plus potential.
- May 25<sup>th</sup>- Board president's roundtable.

**XIII. Adjournment**

**Motion by Vice-President Ring, supported by Treasurer Walker to adjourn the meeting at 7:24 pm. Motion carried unanimously.**

Proposed Minutes Respectfully Submitted:

  
Teresa Golba

Approved by the Board of Directors at their June 8 2023 meeting.

Secretary: 

Date: 6/8/23

~~PROPOSED~~

**APPROVED**

**Summit Academy North of Directors  
High School  
18601 Middlebelt Road  
Romulus, MI 48174  
Thursday, June 8, 2023  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order 6:00pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: President Operhall, Treasurer Walker, Secretary Bynum, Vice-President Ring**
- IV. Approval of Minutes the special meeting of May 15, 2023**

**The minutes of the special meeting on May 15, 2023, are approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- V. Approval of Agenda June 8, 2023**
  - Leann would like to move New Business Items D, E, F to the top of the agenda.
  - New H will be Graduation safety plan
  - New I will be Superintendent Evaluation
  - Jason would like to add E. Lockout proposal to VI.

**The agenda of the regular meeting of June 8, 2023, is approved as amended. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**New Business**

- D. Professional Development Advisory Committee- Alicia reviewed this with the Board.
  - We have a PD advisory committee made up of staff because we are using the 5 days as instructional time.
- E. Public Act 48 of 2021, 98b Goals- Alicia reviewed this with the Board.
  - NWEA reports- quick review first year using the new Reveal math resource. Growth seen in all grades. Happy to see the growth.



**PROPOSED**

- ELA/Reading- good growth in elementary, upper tapered off. New resource approved and we're excited to use it.
- Gender there were no strong trends.
- Ethnicity- white and black, no strong trends outperforming the other.
- Program Breakdown- inTandem students need at least 10 to compare, no major trends.

**The 98b Goals are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- F. District Improvement Plan- Alicia reviewed this with the Board.
- We work to update each year.
  - We are using MiCip tool.
  - Target Assist plans
  - Strategies for chronic absenteeism.
  - Number of kids taking the tests in MSTEP
  - Tier 1 Instruction- increasing rigor
  - Added goals and activities
  - 10 teachers from each building at the Middle School and High School serving on the committee.

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**The District Improvement Plan is approved as presented. Motion by Treasurer Walker, supported by Secretary Bynum. Motion carried unanimously.**

**VI. Consideration of Bills/Receipts/ Financial Report- Jason Hamstra reviewed this with the Board**

- A. Approval of the bills, receipts, financial report
- Total expenditures are about 80%.
  - All overages are fixed in amended budget.

**The bills, receipts, and financial reports are approved as presented. Motion by Vice-President Ring, supported by Treasurer Walker. Motion carried unanimously.**

- B. 2022-2023 Final Revised Budget
- Close to the budget we've been working on. Grants are in the right places. Over runs have been taken care of.
  - \$2 million to the pre-school project
  - \$800,000 transfer to this year's budget to account appropriately
  - ESSER funds \$1.8 or \$1.9 allocated for next year must be spent next year.

~~PROPOSED~~

- You are reviewing and approving General Fund, Lunch Fund, Student activities account.

**The 2022-2023 final revised budget for the General Fund, Lunch Fund, and Student Activity Account, is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

**Motion by Secretary Bynum, supported by Vice-President Ring to suspend the open meeting to go into the Public Budget Hearing at 6:30pm. President Operhall-yes, Vice-President Ring yes, Secretary Bynum yes, Treasurer Walker yes. Motion carried unanimously. Time:**

**Budget Public Hearing-6:30 p.m.**

Public Comment-None

**Motion by Bynum, supported by Treasurer Walker, to reconvene the open meeting at 6:31pm. President Operhall-yes, Vice-President Ring-yes, Secretary Bynum -yes, Treasurer Walker-yes. Motion carried unanimously.**

C. 2023-2024 Original Budget- General Fund, Lunch Fund, and Student Activities Account

- We are budgeting using 1560 student count includes Pre-K
- Small decrease
- PP funding- Increase varies-Senate's proposal is \$550, Governor's proposal \$450, House's proposal \$350 increase.
- We are using \$400 as our budget increase base.
- Replicating the same tier raise structure as last year
- We plan to continue developing the inTandem platform.
- Early Childhood program is growing. The Family Liaisons are working in a very targeted fashion making additional contact with families.
- Grow Your Own Grant- we were awarded \$665,000 for our staff who are interested in becoming teachers. They may be adding another certification. Alicia worked hard on establishing relationships with universities. Competitive Grant. They teach for us for 3 years. Must be presently working for your district. Michigan Approved Teacher Preparation program.

**Motion by Vice-President Ring, supported by Treasurer Walker to approve the 2023-2024 Original Budget for General Fund, Lunch Fund, Student Activity Account. Motion carried unanimously.**

D. Spring Borrowing Resolution- Jason reviewed this with the Board.

**PROPOSED**

- Time of year we typically borrow to get through the summer.
- \$4 million

**Motion by Treasurer Walker, supported by Secretary Bynum to approve the Spring Borrowing Resolution as presented. Motion carried unanimously.**

- E. Lockout Proposal- Leann reviewed this with the Board
- School safety initiative
  - We already planned for the Boot
  - This proposal is for the full system- the lighting, pull bars, entire system
  - We may look at getting the Tablets
  - It is a very good system
  - Additional safety funds this year, and likely for the next 4-5 years
  - Good addition
  - The company is offering a zero percent interest loan for 5 years to put the whole system in.
  - The preschool building isn't ready for the system yet. Only for K-12.
  - Leann is asking for the board to approve, not to exceed the \$244,764.03 and to appoint a board member to monitor until completion.
  - If the funds from the state dry up- we will get the same amount \$150-\$180 thousand. Some goes to cameras and the bulk towards this product. Yearly payments for the next four years to payoff.
  - There are set-up fees, permits, program testing, consulting, training.
  - Legal will review contract.

**Motion by Secretary Bynum, supported by Vice-President Ring to approve The Lockout quote, not to exceed \$244,761.03, and to appoint President Operhall to monitor the project until completion.**

**VII. Old Business**

- A. Administrative Committee Reports will change to the Strategic Plan Pillars:
- Finance, Communication, Quality Instruction, Climate and Culture of Success and Equity, and Highly Effective Staff
1. Finance-Treasurer Walker will update the Board -nothing additional
  2. Governance/Staff Retention- nothing additional
  3. Academics-President Operhall will update the Board-nothing additional
  4. Stakeholder Involvement/Communication and Climate and Culture of Success and Equity- Secretary Bynum-updated the Board
- Leann and Alicia attended a literacy conference on the inequity of the economically disadvantaged in reading. The SEL team has continued to focus on SABERS. The end of year threat assessment will be held again. Crossover students 5 to 6, and 8 to 9 students who need support continue as they crossover.

5. Meetings on September 14, and October 12, schedule conflicts. **TABLED**

**VIII. New Business**

- A. Leadership Reports-Leann reviewed this with the Board.
- Questions- we did lose a couple of students this last month.
- B. Employee Benefits Plans for 2023-2024 from CS Partners/Partner Solutions-Jason reviewed this with the Board.
- PR packet -same plans as the last year
  - Added Long Term disability
  - Medical insurance costs are up 17%
- C. NCSI Spring-Board Policy Updates- Leann reviewed this with the Board.
- Legal reviewed
  - There are only 4 policies and one form.
  - CSTAG-Comprehensive Safety Threat Assessment Guide for 8400

**The NCSI Spring Updates with Policy numbers 2623, 6325, 8390 (with revision), 8400 naming CTAG, and form 5111 are approved as presented. Motion by Treasurer Walker, supported by Vice-President Ring. Motion carried unanimously.**

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- G. MSHAA Membership Resolution- Jason reviewed this with the Board.
- This is an annual resolution for membership.

**The MSHAA Membership Resolution is approved as presented. Motion by Vice-President Ring, supported by Secretary Bynum. Motion carried unanimously.**

- H. Graduation safety plan-Leann reviewed this with the Board.
- Many schools have experienced issues at graduation
  - We have 4 officers for graduation, 3 officers and a reserve
  - Parking Lots
  - Entrances
  - One in the building
  - No gowns for the Board
  - Tickets will be collected
  - Staff at the door to monitor students
  - Talked to students on safely exiting the building and what to do if a problem arises.

- I. Superintendent Evaluation- At the request of Leann Hedke, the Superintendent Evaluation will be in closed session.

**Motion by Vice-President Ring, supported by Treasurer Walker to go into closed session at 7:16pm at the request of Leann Hedke. President Operhall**

~~PROPOSED~~

yes, Vice-President Ring yes, Secretary Bynum yes, Treasurer Walker yes.  
Motion carried unanimously.

Motion by Treasurer Walker, supported by Secretary Bynum to reconvene the open meeting at 7:45pm. President Operhall yes, Vice-President Ring yes, Secretary Bynum yes, Treasurer Walker yes. Motion carried unanimously.

Motion by Secretary Bynum, supported by Treasurer Walker to rate Leann Hedke, Superintendent's Evaluation as Highly Effective. Motion carried unanimously.

IX. Public Comment-None

X. Board Comment-None

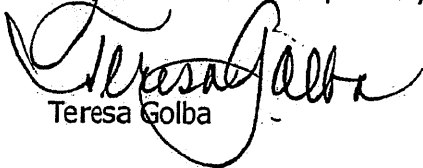
XI. Correspondence-None

XII. Authorizer Comment-None

**XIII. Adjournment**

Motion by Vice-President Ring, supported by Secretary Bynum to adjourn the meeting at 7:50pm Motion carried unanimously.

Proposed Minutes Respectfully Submitted,

  
Teresa Golba

Approved by the Board of Directors at their 8/17 2023 meeting.

Secretary: 

Date: 8-17-2023