

**APPROVED**  
Proposed

**Summit Academy North of Directors  
18601 Middlebelt, Romulus, MI  
Board Meeting Room in the PEAK  
Thursday, April 10, 2025  
6:00 p.m.**

## **MINUTES**

- I. Call Meeting to Order 6:00pm**
- II. Pledge of Allegiance**
- III. Roll Call: President Operhall, Vice-President Baum, Treasurer Walker, Secretary Bynum  
Excused: Trustee Woods**
- IV. Approval of Minutes of the regular meeting of March 13, 2025**

**The minutes of the regular meeting of March 13, 2025, are approved as presented. Motion by Vice-President Baum, supported by Secretary Bynum. Motion carried unanimously.**

- V. Approval of Agenda April 10, 2025**

*Jason would like to add to VIII. New Business, item F. Bus Lease.*

**The agenda for the regular meeting of April 10, 2025, is approved as amended. Motion by Vice-President Baum, supported by Secretary Bynum. Motion carried unanimously.**

- VI. Consideration of Bills/Receipts/ Financial Report/3<sup>rd</sup> Quarter Financials-Jason Hamstra will review this with the Board**
  - A. Financial Report**

**Jason Hamstra**

We are in good shape. We have expended 66% of the budget, at this point, it should be at 75%.

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

- B. Third Quarter Letters, Certifications**

**Jason Hamstra**

Presented the 3rd Quarter compliance documents for US Bank.

**The third quarter letters, certifications, and disclosures are approved as**

**presented. Motion by Vice-President Baum, supported by Secretary Bynum. Motion carried unanimously.**

C. Invoices for Board Approval-There were no invoices.

## **VII. Old Business**

### **A. Administrative Committee Reports**

#### **1. Finance**

#### **Jason Hamstra**

The rollback of ESSER funds has affected several school districts in our area. The Health Reimbursement Arrangement was COVID money, Summit utilized these funds for the school nurse this year. We were notified that these funds have been cut for the remainder of the school year. We are looking for ways to continue financial support for our school nurse this year and next. Our work plans are due to RESA Monday.

#### **2. Communication-**

#### **Secretary Bynum**

Administrator feedback surveys for the building administrators have gone out. Monthly newsletter going to all, including the Board. Group support initiative at the elementary, loss and grief support.

#### **3. Quality Instruction**

#### **Alicia**

Testing-MSTEP, WorkKeys, SAT/ACT are all going on. Instructional rounds going well. Identified short term goals. Keeping focus. 4<sup>th</sup> quarter starts Monday.

#### **4. Climate and Culture of Success and Equity- See above Communications**

#### **Secretary Bynum**

Administrator feedback surveys for the building administrators have gone out. Monthly newsletter going to all, including the Board.

#### **5. Highly Effective Staff-No report**

## **VIII. New Business**

### **A. Leadership Reports-**

- Vice-President Baum asked if there were updates on chronic absenteeism.
- Jason responded chronic absenteeism is similar to last year's rate. This year we are communicating with fidelity. Officer Priebe has been helping too. One of the goals is to remove barriers.
- Treasurer Walker asked if this was across all grades or more high school. Jason responded all grades, but more prevalent in K-1 and 9-12.
- Erin- Our basketball team has been invited to the state capital to be recognized as a charter school finalists in basketball.

### **B. HR Quarterly Report-Jason introduced Kate Satori to review this with the Board.**

- Kate Satori from Partner Solutions presented.
- Quarterly report. Updated employee handbook.
- Teacher verification audit went smoothly.
- Meets with Jason monthly.

- Salary comparison report looks good. Average years goes up.
- C. Summer discovery Grant Alicia reviewed this with the Board
- Enrollment will be 325 students.
  - We are already at 305.
  - We may be adding more staff.
  - We are intentionally trying to keep class sizes small.

D. Audit Engagement Letter- Jason reviewed this with the Board.

**Jason Hamstra**

- CBIZ is the name of the new audit firm. It is the same team of people that we regularly work with.
- The fees are the same.

**The audit engagement letter from CBIZ, formerly Marcum, is approved as presented. Motion by Vice-President Baum, supported by Vice-President Baum. Motion carried unanimously.**

E. Budget Planning Timeline-Jason reviewed this with the Board.

**Jason Hamstra**

- We will begin the budget revision for 24-25 and original budget for 25-26 this month.
- Still waiting on proposal from the Michigan Senate and House.
- Still waiting on confirmation of the health care cost increase.

**F. Bus Lease/Purchase**

**Jason Hamstra**

- We need one back up bus for every 10 buses we have. We have 12 buses.
- There are two that we own.
- One was on a lease.
- We would like to purchase as a backup bus. It is in excellent shape. It has passed all inspections.
- We'll finance \$46,000 to purchase; and have the same payment as what we're paying on the lease.

**The purchase of one of our leased buses is approved as presented, not to exceed \$46,000. Motion by Vice-President Baum, supported by Secretary Bynum. Motion carried unanimously.**

**I. Public Comment-None**

**II. Board Comment-**

- Treasurer Walker announced that he will be stepping down June 30, 2025. He has enjoyed serving on the Board. We'll start process of seeking his replacement.
- President Operhall stated that CMU has sent out conference notice. There are Board sessions available.

**III. Correspondence-None**

**IV. Authorizer Comment-  
Mr. Hurt**

- Reminded the board about the annual conference notice August 14<sup>th</sup> at Huntington Place Detroit. Also reminded the Board of the CMU Innovation Award. Alicia stated that the elementary is applying based on the sensory room.
- He was impressed with his visits to the schools. Lots of good things at all buildings. Congratulations to the basketball team!

**V. Adjournment**

**Motion by Vice-President Baum, supported by Secretary Bynum to adjourn the meeting at 6:36pm. Motion carried unanimously.**

**Proposed Minutes Respectfully Submitted,**

  
**Teresa Golba**

**Approved by the Board of Directors at their** May 8 **2025 meeting.**

**Secretary:** 

**Date:** 5-8-2025