~~Proposed~~ APPROVED

Summit Academy North of Directors
Annual Organizational Meeting
Thursday, August 13, 2026
6:00pm
Board of Education Conference Room
18601 Middlebelt Road,
Romulus, MI. 48174

MINUTES

I. Call Meeting to Order at 6:14pm

II. Board Nomination of Kathleen Operhall

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

III. Pledge of Allegiance

IV. Roll Call: Present: Baum, Woods, Bynum, Davis
Excused: Operhall

V. Approval of Minutes of June 18, 2026

The minutes of the special meeting of June 18, 2026, are approved as presented. Motion by Woods, supported by Bynum. Motion carried unanimously.

VI. Approval of Agenda August 13, 2026

The agenda for the annual organizational meeting is approved as presented. Motion by Woods, supported by Bynum. Motion carried unanimously.

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

A. Approval of the bills, receipts, financial reports

Jason Hamstra

The Academy has completed the first month of the new budget year. Expenses are in alignment with the budget.

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

B. Fourth Quarter US Bank Letter, Continuing Disclosure

Jason Hamstra

This is our customary compliance document for quarterly reporting to US Bank for the 4th Quarter financials.

The fourth quarter continuing disclosure documents for US Bank are approved as presented. Motion by Woods, supported by Bynum. Motion carried unanimously.

C. Invoice Approvals- Jason reviewed this with the Board

1. CDW Quote
2. Imagine Learning

Jason Hamstra

We have a quote from CDW for Chromebooks. Some of our machines are nearing the 5-year plan to be replaced.

The quote from CDW in the amount of $92,050 is approved as presented. Motion by Woods, supported by Bynum. Motion carried unanimously.

Jason Hamstra

Imagine Learning annual invoice for the online classes and elective courses for the high school.

The invoice from Imagine Learning in the amount of $48,750 is approved as presented. Motion by Woods, supported by Bynum. Motion carried unanimously.

Jason Hamstra

We will be receiving the Grow Your Own invoices. All of the money needs to be expended by September 30th. These funds will cover the remainder of the candidates degree program.

VIII. Annual Organizational Meeting Business

A. **Motion to declare all offices vacant**

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

B. **Election of Officers**

i. Election of President

Operhall is nominated for President. Motion by Woods, supported by Bynum. Motion carried unanimously.

ii. Election of Vice President

Baum is nominated for Vice President. Motion by Woods, supported by Bynum. Motion carried unanimously.

iii. Election of Secretary

Bynum is nominated for Secretary. Motion by Woods, supported by Bynum. Motion carried unanimously.

iv. Election of Treasurer

Woods is nominated for Treasurer. Motion by Bynum, supported by Woods. Motion carried. Unanimously.

<u>Organizational Operation</u>

v. Identification of Depository/Financial Institution

The depository/financial institution is Comerica Bank. Motion by Woods, supported by Bynum. Motion carried unanimously.

vi. Identification of Newspaper of Record

The Newspaper of Record is the News Herald (Heritage News). Motion by Woods, supported by Bynum. Motion carried unanimously.

vii. Designation of Independent Audit Firm

The designation of Independent Audit Firm is Yeo and Yeo. Motion by Woods, supported by Bynum. Motion carried unanimously.

viii. Authorization of Contracts

The authorization of contracts is the Superintendent and a Board Member. Motion by Woods, supported by Bynum.

ix. Designation of Electronic Transfer Officer (ETO)

The designation of the ETO is the Treasurer. Motion by Baum, supported by

Bynum. Motion carried unanimously,

x. Approval of the use of facsimile signatures stamps

The use of facsimile signature stamps is approved. Motion by Woods, supported by Bynum. Motion carried unanimously.

xi. Appointment of the Academy Resident Agent

The Academy Resident Agent is Aimee Gibbs of Dickinson Wright. Motion by Woods, supported by Bynum. Motion carried unanimously.

xii. Appointment of the Academy Chief Administrative Officer

The Academy Chief Administrative Officer is the Treasurer. Motion by Woods, supported by Bynum. Motion carried unanimously,

xiii. Board Corresponding Agent Resolution

The Board Corresponding Agent is the Superintendent. Motion by Woods, supported by Bynum. Motion carried unanimously.

xiv. Principal Office & Public Notice Posting Location

The principal office and public notice posting location is the Central Administration Office in the PEAK, 18601 Middlebelt Road, Romulus, MI. 48174. Motion by Woods, supported by Bynum. Motion carried unanimously.

xv. Appointment of Freedom of Information Act Coordinator

The Freedom of Information Act Coordinator is the Superintendent. Motion by Woods, supported by Bynum. Motion carried unanimously.

xvi. Appointment of Office of Civil Rights Representative

The Office of Civil Rights Representative is the Superintendent. Motion by Woods, supported by Bynum. Motion carried unanimously.

xvii. Appointment of Sexual Harassment Representative

The Sexual Harassment Representatives are Jason Hamstra and Alicia Jenkins. Motion by Woods, supported by Bynum. Motion carried unanimously.

xviii. Appointment of Title VI Representative

The Title VI Representative is the Superintendent. Motion by Woods, supported by Bynum. Motion carried unanimously.

xix. Appointment of Title IX Representative

The Title IX Representatives are Jason Hamstra, and Alicia Jenkins. Motion by Woods, supported by Bynum. Motion carried unanimously.

xx. Appointment of Section 504 Representative

The Section 504 Representative is Sally Racette. Motion by Woods, supported by Bynum. Motion carried unanimously.

xxi. Appointment of Homeless Children and Youth Liaison

The Homeless Children and Youth Liaison is Sally Racette. Motion by Woods, supported by Bynum. Motion carried unanimously.

xxii. Designation of Account Signatory

The designation of account signatory is any two board member signatures. Motion by Woods, supported by Bynum. Motion carried unanimously.

xxiii. Designation of Legal Counsel

The designation of legal counsel is Dickinson Wright. Motion by Woods, supported by Bynum. Motion carried unanimously.

IX. Old Business

A. Administrative Committee Reports to the Board

1. Finance

Jason Hamstra

The state budget passed. Enrollment this summer has been comparable to the last several years. August is typically the busiest month for enrollment. We plan to increase marketing efforts.

2. Communication

Jason Hamstra

Newsletters will be starting up soon. Principals are reaching out to parents with updates and details.

3. Quality Instruction

Jason Hamstra

CMU's academic performance report was highlighted.

Alicia Jenkins

Summer Discovery had 423 enrolled. The grade spans with PreK to Grade 10.

We enjoyed having Interns in the building as part of the Summer Discovery program.

4. Climate and Culture of Success and Equity- No report
5. Highly Effective Staff

Jason Hamstra

We had a few turnovers at the middle and high school.
The elementary has two new elementary teachers.
High school needs a math and special education teacher.

B. District Improvement Plan

Alicia Jenkins

We reviewed the District Improvement Plan.

Motion by Woods, supported by Bynum to approve the district improvement plan as presented. Motion carried unanimously.

X. New Business

A. Transparency Reporting Certification

Jason Hamstra

This is our fall submission which states that the website and transparency pages are up to date, as well as documents are available for the public.

The Fall Transparency Reporting Certification is approved as presented. Motion by Woods, supported by Davis. Motion carried unanimously.

B. Athletic Handbook 2026-2027-TABLED
C. Student Handbooks 2026-2027-TABLED
D. **Leadership Reports-Jason reviewed this with the Board**

Jason Hamstra

There are no outstanding FOIA requests. School year looks to be off to a great start. We are excited about the preliminary data we received from the CMU Academic Performance Report.

XI. Public Comment-none

XII. Board Comment-none

XIII. Correspondence-none

XIV. Authorizer Comment

Shawn Hurt

A reminder about the reception and annual conference next week. The information went out today. In September, Mr. Hurt would like 20-30 minutes to review the Academic Performance Report data, the NWEA, and M-Step. Mr. Hurt was impressed by the interns working in the summer learning. He requested that pictures be sent to him.

XV. Adjournment

Motion by Woods, supported by Bynum to adjourn the meeting at 6.41pm. Motion carried unanimously.

Proposed Minutes Respectfully Submitted,

Teresa Golba

Approved by the Board of Directors at their 9-10 2026 meeting.

Kathleen Oberhall
Signature

9-10-2026
Date