



“DELIVERING THE EXTRAORDINARY”

Annual Organizational Board Meeting Minutes  
East Shore Leadership Academy  
1403 7<sup>th</sup> Street, Port Huron, MI 48060  
Monday, June 14, 2020 (3:00 p.m.)

#### **Mission**

*“East Shore Leadership Academy, in pursuit of excellence, will develop future leaders through a strong academic foundation and the development of high moral character.”*

#### **Call to Order**

3:05 p.m.

#### **Pledge of Allegiance**

3:05 p.m.

#### **Roll Call of Board Members**

Martin Doorn – President attending electronically from St. Clair County, Port Huron, Michigan

Sharla Conlan – Vice President attending electronically from St. Clair County, Marysville, Michigan

Michelle Fisher – Secretary attending electronically from St. Clair County, Port Huron, Michigan

Peggy Swegles – Treasurer attending electronically from St. Clair County, Port Huron, Michigan

Patrick Patterson – Director attending electronically from St. Clair County, Port Huron, Michigan

#### **Recognition of other attendees**

Neil Hartman – Northern Michigan University - Present

Nancy Gardner – Bold Education Connections - Present

Deanna Keller – East Shore Leadership Academy - Present

John Weier – The Romine Group – Present

John Romine – The Romine Group – Present

#### **Opening remarks by the Board Chair**

During this time of uncertainty, we are doing the best we can to meet within the spirit of the law and the Open Meetings Act.

Each board member attending the meeting must announce publicly at the outset of the meeting that they are in fact attending the meeting electronically, and state the county, city, township or village and state where the member is located for inclusion in the meeting minutes.

#### **Approval of Agenda**

Motion to approve the Annual Organizational Meeting Agenda, by Fisher, supported by Conlan.

Doorn – Yes

Patterson – Yes

Swegles – Yes

**Call to the Public**

The meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy’s business and is not considered a public community meeting. Those that may wish to address the Board on agenda items only may do so at this time by being recognized by the Board President. There will be a second Call to the Public near the end of the agenda where interested parties may address the Board on any items of their choice. Those that request to address the Board has a maximum of three minutes in which to speak.

No public comments made.

**CONSENT AGENDA RESOLUTIONS**

**1) Election of Officers (Appoint or Reappoint)**

- President – Martin Doorn
- Vice President – Sharla Conlan (took oath of office)
- Secretary – Michelle Fisher
- Treasurer – Peggy Swegles
- Director – Patrick Patterson

Motion to approve reappointment/appointment of officers.

**2) Appointment of Directors**

None at this time.

**3) Resolution indicating Board will comply with all laws, rules and regulations**

Motion that Board will comply with all laws, rules and regulations.

**4) Resolution setting date, time and place of Regular Board Meetings and location of Official Posting Location** (Principal is responsible for posting in the appropriate area)

Motion that the regular Board meetings will be held the second Monday of each month at 2:30 p.m. unless otherwise indicated at East Shore Leadership Academy. All board minutes are available for public inspection in the Academy’s administrative office. The Board will comply with the American Disabilities Act in making board meetings accessible to those who need special accommodations.

The East Shore Leadership Academy Principal will be responsible to post the meeting notices in public view. The official posting location will be in the Academy’s entrance area and school website.

- |                    |   |
|--------------------|---|
| August 9, 2021     | January 10, 2022  |
| September 13, 2021 | February 14, 2022   |
| October 11, 2021   | March 14, 2022  |
| November 8, 2021   | April 11, 2022  |
| December 13, 2021  | May 9, 2022   |
|                    | June 13, 2022, Budget Hearing/Annual Organizational Meeting |

**5) Resolution Designating Depositories for Various Funds and Authorized Signatures**

Motion designating Chemical Bank as the depository of school funds and that Martin Doorn and Peggy Swegles will be signatures on the account.

**6) Resolution Designating FOIA, Sexual Harassment, Title VI, Title IX and Section 504 Contact**

Motion to name East Shore Leadership Academy's Principal as the FOIA, Sexual Harassment, Title VI, Title IX and Section 504 contact person.

**7) Resolution Designating Legal Counsel**

Motion to appoint Dickinson-Wright as the Board's legal counsel.

**8) Resolution Designating the Board's Audit Firm**

Motion to appoint Croskey-Lanni and Company as the auditing firm.

**9) Resolution to Bond Treasurer**

Motion to bond Treasurer.

**10) Resolution to Appoint Academy's Chief Administrator Officer**

Motion to designate Martin Doorn as Academy's CAO.

**11) Resolution Appointing Designated Asbestos Hazard Emergency Response Act (AHERA) Contact**

Motion to designate Paul Romine as the Academy's AHERA contact.

**12) Resolution to Adopt Attached School Calendar**

Motion to adopt the ESLA 2021-22 Annual School Calendar

**13) Resolution designating NMU Compliance Contact**

Motion to designate the Academy's Superintendent as the Academy's Compliance Contact person.

**14) Resolution Setting Board Member Salaries**

Motion that each Board Member is unpaid.

**15) Resolution Designating Local Newspaper**

Motion that the Port Huron Times Herald is designated as the Academy's local newspaper for the purpose of posting legal notices.

**16) Resolution Designating Homeless Children and Foster Care Liaison**

Motion that the Academy's Principal is hereby designated as the local liaison for the homeless children and youth as authorized under the Title VII-B of the McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.) and as reauthorized by the No Child Left Behind Act of 2001.

Motion by Conlan, supported by Patterson, to approve resolutions numbered 1-16 as presented.

Doorn – Yes                      Fisher – Yes                      Swegles – Yes

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## **Approval of the Minutes**

Approval of the May 10, 2021, Regular Board Meeting Minutes by Fisher, supported by Conlan.  
Doorn – Yes                      Patterson – Yes                      Swegles – Yes

## **MONTHLY REPORTS**

*Financial Report:* John Weier reported no checks were issued in May, as he was unable to get checks signed. May bills were promptly paid the first of June and will be accounted for on the June budget report.

*Budget Amendments for 2020-21:* John Weier spoke of the amendments, money being added to the budget in building repairs and maintenance, furniture, electric bill, instructional materials and other updates. He mentioned the ESSER Funds are in the budget where some will be best distributed. Bonuses were also added under ESSER II in the 2020-21 budget.

*Proposed 2021-22 School Budget:* John Weier presented the upcoming school year balanced budget which was discussed in detail during the Budget Hearing meeting.

*Marketing:* Nancy Gardner updated the board on marketing and the continued efforts to stay in contact with parents and families as well as follow the present marketing plan. Nancy Gardner reported they will have billboards around town July, August & September. Deanna and the staff are following up with families to assure their return. Looking into hiring a marketing consultant.

*Enrollment/Retention Report:* Deanna Keller reported enrollment being 175 students. Retention rate remains at 81%.

*Schoolwide Goals Report:* Deanna Keller reported there will be no in-person summer program. Each grade level teacher will be preparing and sending home a packet with each student that will address primarily ELA. Packets will also address prep for the next grade level. Students will also have continuous access to the online curriculum that they use throughout the school year. A small gift or prize will be awarded to any student returning the completed packet at the beginning of the new school year.

*Academic/Intervention Plan:* Deanna Keller reported that the intervention teachers continue to work with the at-risk students in the regular and virtual K-4 classroom. In 2021-22 school year, teachers will be practicing the MI model of Accelerated Learning. There will be an “Accelerated Hour” of learning each day. ESLA will seek a full-time social worker to address mental health needs of students as well as fulfilling the need for students in special education as their IEP indicates.

*Safe School Preparedness Plan:* Deanna Keller communicated the plan, as it stands, will continue to be in effect until NMU directs the ESLA Board of Directors and/or school to do differently. Staff will execute the plan in its entirety.

*Extended COVID-19 Learning Plan Reconfirmation:*

- 1) Reconfirm Mode/Delivery of Instruction:  
Deanna Keller reported students/families at East Shore Leadership Academy will continue to have a choice of one of the three modes of instruction:  
In Person – 100% in person  
Hybrid – in person on Mondays for support and rest of week virtual  
Virtual – 100%

- 2) Weekly Two-Way Interaction Rates:  
 May 5-11, 2021, was 91.40% for all school average.  
 May 12-18, 2021, was 92.30%.  
 May 19-25, 2021, was 88.60%.  
 May 26-June 1, 2021, was 87.30%.
- 3) County Update on COVID-19:  
 The St. Clair County Health Department reported as of May 7, 2021, was 18,442 total cases, 12,919 recovered, and 415 deaths for a total of 5108 active cases.
- 4) ESLA COVID-19 Cases:  
 There were 6 probable/quarantine reported cases of COVID-19 at ESLA for the month of May 2021.
- 5) Public Comment:  
 There were no public comments.

*Building and Grounds Report:* Nancy Gardner reported on the interior/exterior building enhancements. Quotes have been secured for tile work, removal of stack, fence by boiler room, planters, and painting of the building. The window replacement will need to be posted for bids. Now the budget has been amended, the work will begin to be implemented.

*Bold Education Connections Workplace Safety Plan Update:* Nancy Gardner reported nothing has changed and the plan will continue throughout the end of June and be re-evaluated after that.

*NMU Representative Report:* Neil Hartman reported mentioned that Sharla Conlan be sworn in for her new term and that a July 2021 meeting may be needed for voting on the Learning Plan should MDE require continuation.

**OLD BUSINESS:**

*Book Study:* KC will be following up on the book study

**NEW BUSINESS:**

*BEC Review:* The board discussed the performance review of Bold Education Connections.

**COMMUNICATIONS TO THE BOARD:**

*Announcements*

None at this time

*Recognition*

Thank you to ESLA Office Administrator Diana Turner, due to her organized, professionally run office, this year's student audits went very smoothly.

Thank you to Trinity Lutheran School (closed) for offering their entire library to ESLA, which included over 70 boxes of books, numerous chrome books and much more for a minimal amount.

**Final Call to The Public**

Interested parties may address the Board on any items of their choice. Those that wish to address the Board have a maximum of three minutes in which to speak.

No comments at this time.

**ACTION ITEMS**

Motion to receive the May 2021 Financial Reports for review as presented, by Swegles, supported by Conlan.

Doorn – Yes

Patterson – Yes

Fisher – Yes

Motion to approve Budget Amendments for 2020-21 as presented, by Swegles, supported by Patterson.

Doorn-Yes                      Fisher-Yes                      Conlan-Yes

Motion to approve the Proposed 2021-22 School Budget as presented, by Swegles, supported by Conlan.

Doorn-Yes                      Fisher-Yes                      Patterson-Yes

Motion to receive the ESLA Safe School Preparedness Plan update as presented, by Conlan, supported by Patterson.

Doorn-Yes                      Swegles-Yes                      Fisher-Yes

Motion to receive and reaffirm the Extended COVID-19 Learning Plan that includes the Mode of Delivery and Instruction, Two-Way Interaction Rates, County Update on COVID-19, ESLA COVID-19 Cases, and Public Comments as presented, by Conlan, supported by Swegles.

Doorn-Yes                      Fisher-Yes                      Patterson-Yes

Motion to receive the Bold Education Connection Workplace Safety Plan as presented, by Fisher, supported by Conlan.

Doorn-Yes                      Patterson-Yes                      Swegles-Yes

### **Adjournment**

Meeting adjourned at 3:56 p.m.

*These meetings of the Board of Directors are in public for the purpose of conducting the school's business and are not to be considered a public community meeting. There is a time for public participation during each meeting as indicated in the agenda.*

*Upon request to the academy office, the academy shall make reasonable accommodations for a person with a disability to be able to participate in this meeting.*

Certification:

East Shore Leadership Academy Board of Directors duly adopted the above minutes at a properly noticed open meeting held on August 9, 2021, at which a quorum was present.

Board Secretary/Board Designee: \_\_\_\_\_ Approved,  
August 9, 2021.