

**Approved**  
**Proposed**

**Summit Academy North Board of Directors  
Regular Meeting  
Board of Education Room  
18601 Middlebelt Road, Romulus, MI. 48174  
Thursday, December 17, 2024  
6:00 p.m.**

**MINUTES**

- I. Call Meeting to Order 6:05pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present: President Operhall, Treasurer Walker, Vice-President Baum, Trustee Woods  
Excused: Secretary Bynum**
- IV. Approval of the Minutes of November 14, 2024**

**The minutes of the regular meeting of November 14, 2024, are approved as presented. Motion by Trustee Woods, supported by Vice-President Baum. Motion carried unanimously.**

**V. Approval of Agenda December 17, 2024**

*Jason wants to amend item XIII. to Superintendent Evaluation/Closed Session*

**The agenda of the regular meeting of December 17, 2024, is approved as amended. Motion by Trustee Woods, supported by Vice-President Baum. Motion carried unanimously.**

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

**A. Financial Report-Jason Hamstra**

- 1. The Academy has expended 38% of the budgeted expenses for school year. We are 41.6% of the way through the school year.
- 2. The budget revision hopefully be ready for the January board meeting.

**The bills, receipts, and financial reports are approved as presented. Motion by Vice-President Baum, supported by Trustee Woods. Motion carried unanimously.**

**B. Confirmation of FID Submittal- Jason reviewed this with the Board**

- 1. FID the was submitted on time by Partner Solution. Asking the board to accept.

**The confirmation of FID Submittal is accepted by the Board. Motion by Vice-**

**President Baum, supported by Trustee Woods. Motion carried unanimously.**

- C. Invoices for Board Approval- Jason reviewed this with the Board
  - 1. There were no invoices for Board approval.

## **VII. Old Business**

- A. Board Committee Updates
  - 1. Finance
    - a. Jason stated the budget revision will be in January.
    - b. Lame duck in Congress is having difficulty passing anything related to school supplemental budget.
    - c. Summer school grant is completed.
  - 2. Communication
    - a. Jason stated that the focus groups met. Parent focus group on communication and staff focus group on instructional resources.
    - b. There have good conversations about modes and frequency of communications.
    - c. We will follow up with a parent survey around communications.
  - 3. Quality Instruction
    - a. Alicia- the instructional rounds to improve tier I instruction are well underway. All admins have identified a long-term goal and a short-term goal. The administration is monitoring the progress, and the teachers are using the tools.
    - b. The Curriculum Alignment Team had a meeting.
  - 4. Climate and Culture of Success and Equity
    - a. The administration is working on social emotional work with the JED foundation
    - b. A survey will start in January for parents to opt in/opt out.
    - c. We are in the middle of 12 days of Joy in the buildings. The activities have been good spirit builders
  - 5. Highly Effective Staff- Comments will be included in the CMU report coming later in the meeting.

## **VIII. New Business**

- A. Leadership Reports-there were no questions.
- B. Maximum Enrollment Annual Approval by the Board-Jason reviewed this with the Board-Currently 2,110 Maximum Enrollment

**The maximum enrollment of 2,110 students is approved as presented. Motion by Trustee Woods, supported by Vice-President Baum. Motion carried unanimously.**

- C. 15 Emergency Virtual Days-Alicia reviewed this with the Board.
  - 1. Alicia- the state mandates that we have a plan for emergencies after snow

days are used. The days are for unplanned closures, but may be used for PD, emergency closures, testing.

**The 15 Emergency Virtual Days meeting MDE criteria are approved as presented. Motion by Trustee Woods, supported by Vice-President Baum. Motion carried unanimously.**

- D. CMU Staff Review- Jason reviewed this with the Board.
  - 1. The Board received a letter from CMU in the mail about the staff review.
  - 2. Everyone complies and meets certification requirements.
  - 3. There was a change of title from social worker to behavioral interventionist
  - 4. Of the 84 positions, 18 are permits. As stated in the letter there are challenges with the teacher shortage in finding fully certified staff. Many of the Academy staff are in teacher preparation programs. Utilizing Grow Your Own funds, and tuition assistance.
- E. CMU EPR- Jason reviewed this with the Board.
  - 1. The Board received this report in the mail- Educational Program Review
  - 2. The EPR is part of the annual contract renewal process. Our contract ends at end of the 2025-2026 school year.
  - 3. A team from CMU comes on site to watch what you do. They are very focused on the education program, instruction. They spend time at each building. Official report coming at a board meeting.
  - 4. There will be reflection meeting with CMU and the Academy leadership in January.
  - 5. President Operhall asked if the classrooms have a full-time teacher aide working with teacher? Alicia responded in the affirmative, for the reading block. Currently, the teachers share one para with two teachers.
- F. State Index Report- Jason reviewed this with the Board.
  - 1. The State has a common index to compare different schools. Identifying schools that are either comprehensive or targeted assistance.
  - 2. The Academy sees some negative trends at the elementary and middle school, while seeing positive trends at the high school.
  - 3. None of the school are identified as comprehensive or targeted assist.

**IX. Public Comment-None**

**X. Board Comment-None**

**XI. Correspondence-None**

**XII. Authorizer Comment-None**

**XIII. Closed Session for Superintendent Evaluation requested by Jason Hamstra**

**Motion by Vice-President Baum supported by Trustee Woods to go into closed session requested by Jason Hamstra for the Superintendent Evaluation at 6:34pm. Roll call: President Operhall-yes, Vice-President Baum-yes, Treasurer Walker-yes, Trustee Woods-yes. Motion carried unanimously.**

**CLOSED SESSION**

**Motion by Vice-President Baum, supported by Trustee Woods to reconvene the open session at 6:55pm. Roll call: President Operhall-yes, Vice-President Baum-yes, Treasurer Walker-yes, Trustee Woods-yes. Motion carried unanimously.**

**OPEN SESSION**

**Motion by Vice-President Baum, supported by Trustee Woods to approve a salary of \$140,000 for the superintendent's position, retroactive to July 1, 2024. Motion carried unanimously.**

**XIV. Adjournment**

**Motion by Trustee Woods, supported by Vice-President Baum to adjourn the meeting at 6:56pm.  
Motion carried unanimously.**

**Proposed Minutes Respectfully Submitted,**

  
**Teresa Golba**

Approved by the Board of Directors at their 1-9-2025 meeting.

Secretary: *S Bynum*

Date: *1-9-2025*