

MINUTES



“DELIVERING THE EXTRAORDINARY”

BOARD OF DIRECTORS
East Shore Leadership Academy
Regular Board Meeting Minutes – Virtual Meeting Minutes
1403 7th Street
Port Huron, MI 48060
Monday, September 14, 2020 (2:30 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

2:35p.m.

Pledge of Allegiance

2:35p.m.

Roll Call

Martin Doorn - President - Present
Sharla Conlan - Vice President - Present
Michelle Fisher - Secretary - Present
Margaret Swegles - Treasurer – Present
Patrick Patterson - Director – Present

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”
Nancy Gardner shared a parent’s testimony from a Facebook post about East Shore Leadership Academy.

Motion to Approve or amend the Agenda

Motion to approve the September 14, 2020 Regular Board Meeting Agenda, by Fisher, supported by Conlan.

Doorn – Yes
Conlan – Yes
Patterson – Yes

Fisher – 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 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 have a maximum of three minutes in which to speak.
No public comments were made.

Approval of Minutes

Motion to approve the June 2020 Budget Hearing Minutes and Annual Organizational Meeting Minutes, by Fisher, supported by Conlan.

Doorn – Yes
Patterson – Yes
Conlan – Yes

Fisher – Yes
Swegles – Yes

Financial Report: John Weier presented the June and August 2020 financial reports. Everything is on track as expected and the school is in good financial position this year. The state aide reduction was less than anticipated which was great news as well as the school planning the 2020-21 budget on 150 students and having 175 presently enrolled.

Marketing Report: Nancy Gardner discussed marketing initiatives related to branding and enrollment efforts especially during the month of August to present. Correspondence has been ongoing between the school and families especially in the area of what option parents are choosing for instruction.
Advertising efforts have been consistent with the summer marketing plan.

Enrollment/Retention Report: Deanna Keller discussed the present student enrollment number, which is 175. For the October meeting she will add the historical data chart and incoming and outgoing students' charts for reference.

Attendance Verification: Deanna Keller reported that this is a new addition to the agenda that must be reported each month. She also discussed the 75% monthly target for students engaged in all modes of virtual participation. In addition, two-way communication must take place once a week in all 4 subject areas. This will be reported from now on as an action item.

School-wide Goals Report: Deanna Keller reported on the goals that NMU has developed as measurable indicators for this school year.

Academic/Intervention Plan: Deanna Keller discussed the new ESLA Extended COVID-19 Learning Plan, the goals, modes/delivery of instruction and how the three options are aligned in relation to the curriculum. She also discussed some of the challenges in ensuring all virtual students are logging on in a timely manner. Staff and IT are heavily involved in assisting all families.

How Instruction will be Delivered: Deanna Keller discussed all three instructional options and how teachers are recording and videotaping themselves to assist the virtual learners. The mode of

delivery is the same. The school is also getting students acclimated to the modes of learning should there be a government mandated shut down in the future. Students are learning to pace themselves through checks and balances. In addition, the intervention teachers are assisting classrooms to better ensure virtual students are being reached and engaged in instruction. It is also noted that all staff have gone above and beyond normal expectations during the shutdown and at the present time working within the three instructional options. This will be reported from now on as an action item.

Building and Grounds Report: Nancy Gardner mentioned the HVAC as the most important facility need. Other items on the building and grounds report were mentioned as improvements that the school would like to address in the near future. There is a detailed report on HVAC under the Old Business section.

NMU Representative Report: Neil Hartman reported: 1. The 3rd grade promotion guidelines have been reinstated 2. Upcoming virtual board workshops and the possibility of the school receiving \$1000 toward curriculum needs 3. Schools need to make sure they are working closely with their local RESA as each one has different attendance expectations 4. Make sure each board meeting there is an action item for attendance/log in and two-way communication 5. Make sure all Title IX information is posted on the school website

OLD BUSINESS

Heating System - John Romine (Academic Facilities PH) presented information from ANH who will be doing the HVAC work for the school and Stephenson Electric who will be completing the related electrical work. The approximate breakdown of the project is:

HVAC for entire school building - \$193,257
Electrical work for entire school building - \$55,000
Total - \$248,257

East Shore Leadership Academy would like to have added to the system, air conditioning, therefore the school will pay up to 1/3 (\$90,000) of the cost of a new HVAC system. The necessary budget adjustment will be made as funds will be paid out of the 2020-21 school budget.

NEW BUSINESS

East Shore Leadership Academy Safe School Preparedness Plan update – Deanna Keller reported that staff and students are following all the guidelines within the plan. Student temperatures are checked before the students enter the building and parents/students are following the safe distance prompts. Deanna Keller is the designated plan coordinator.

Bold Education Connections Workplace Safety Plan update – Nancy Gardner reported that staff are following the guidelines within the plan. All staff have reviewed the plan via a zoom meeting. Nancy Gardner is the designated plan coordinator.

Extended COVID-19 Learning Plan – Discussed in detail under Academic/Intervention Plan above.

Title IX Policy – Nancy Gardner presented the policy for approval. The policy will be posted on the school website.

Spring Policies and Procedures – Nancy Gardner presented the spring proposed policies and procedures for review. Policies and procedures will be revisited at October 2020 board meeting for approval.

Performance Framework – Nancy Gardner presented the NMU Performance Framework for information only. The document was created to serve as a guide for understanding how and who collects data used within the framework.

Staff Raises – All staff salaries were previously put on a freeze for the 2020-21 school year. However, since enrollment exceeded the initial number for budget planning and staff have exceeded expectations, a raise is being implemented after the October 2020 count day.

NMU Webinar Series (Navigating your Board Role Within a New Reality) – Marty Doorn discussed the upcoming series and board attendance as well as the \$1000 that could be available to the school for curriculum needs.

COMMUNICATIONS TO THE BOARD

Corona Virus Updates – Web link presented for updates

Michigan Association of Public-School Academies – Web link presented for updates

Great Lakes Education Project – Web link presented for updates

Announcements and Recognition

Recognition

ESLA staff

Announcements

The next Board of Director's Regular Board Meeting will be held at 2:30 p.m. on Monday October 12, 2020. ESLA will post any necessary changes depending on the governor's directive as to whether the meeting will take place in person or through a virtual format.

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 June 2020 and August 2020 Financial Reports for review as presented, by Swegles, supported by Fisher.

Doorn – Yes

Fisher – Yes

Patterson – Yes

Swegles – Yes

Conlan – Yes

Motion that the ESLA board agrees to pay 1/3 (up to \$90,000) of the cost of a new HVAC system throughout the entire school facility with necessary budget adjustments to be made and funds to be paid from the 2020-21 school budget, by Swegles, supported by Conlan.

Doorn – Yes

Fisher – Yes

Patterson – Yes

Swegles – Yes

Conlan – Yes

Motion to designate Deanna Keller as the East Shore Leadership Academy Safe School Preparedness Plan Coordinator, by Conlan, supported by Patterson.

Doorn – Yes

Fisher – Yes

Patterson – Yes

Swegles – Yes

Conlan – Yes

