



"DELIVERING THE EXTRAORDINARY"

**BOARD OF DIRECTORS**  
**East Shore Leadership Academy**  
**Regular Board Meeting Minutes – Virtual**  
**1403 7<sup>th</sup> Street**  
**Port Huron, MI 48060**  
Monday, December 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**

2:34p.m.

**Pledge of Allegiance**

2:34p.m.

**Roll Call**

Martin Doorn, President attending electronically from Port Huron, Michigan – Present  
Sharla Conlan, Vice President attending electronically from Marysville, Michigan – Present  
Margaret Swegles, Treasurer attending electronically from Charlevoix, Boyne City, Michigan – Present  
Michelle Fisher, Secretary attending electronically from Charlevoix, Boyne City, Michigan – Present  
Patrick Patterson, Director attending electronically from Port Huron, Michigan – 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"

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.

#### **Motion to Approve or amend the Agenda**

Motion to approve the December 14, 2020 Regular Board Meeting Agenda, by Swegles, supported by Conlan.

Doorn – Yes

Fisher – Yes

Patterson – 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 November 9, 2020 minutes, by Fisher, supported by Swegles.

Doorn – Yes

Patterson – Yes

Conlan – Yes

*Financial Report and Budget Amendments:* John Weier presented the November 2020 Financial Report and the General Appropriation Resolution for Adoption and the School Service Fund Appropriation Resolution for Adoption. Numbers are coming in from state and federal funding. Actual figures are much higher than estimated.

*Marketing Report:* Nancy Gardner discussed marketing initiatives. Nancy continues to work with Maria Montoya, the instructor for Delivering 5 Star Customer Service. She also continues to encourage students, families and teachers to "tell their story."

*Enrollment/Retention Report:* Deanna Keller reported that there are 175 students enrolled in ESLA. Two students have left due to virtual learning being too vigorous to sustain. They chose to homeschool.

*School-wide Goals Report:* Deanna Keller mentioned the academic goals that will be used as measurable indicators for this school year.

*Academic/Intervention Plan:* Deanna Keller reported that the two intervention teachers continue to work with the at-risk students in the regular virtual K-4 classroom. Several virtual events are scheduled for all core subjects and posted on FB for the 2020-21 school year. The Social Studies Civil project was a significant success with over 1,000 items collected and dispersed to local veterans.

*East Shore Leadership Academy Safe School Preparedness Plan update:* Deanna Keller reported that there are no changes in the plan at this time.



*Extended Learning Plan Reconfirmation:* Deanna Keller presented updates in the following areas,

1. Reconfirm Mode/Delivery of Instruction – East Shore Leadership Academy offered all three modes of instruction up through Thanksgiving break. Effective December 1, 2020 through January ESLA's mode of instruction is 100% virtual learning due the St. Clair County Health Department report on the area being high risk.
2. Weekly Two-Way Interaction Rates – November 11-17, 2020 was 92.4% for an all-school average. November 18-24 was 88.8% and November 25-30 not applicable as that was Thanksgiving break.
3. County Update on COVID-19 Cases – The St. Clair County Health Department reported as of December 10, 2020 was 5804 total cases, 2270 recovered and 109 deaths for a total of 3425 active cases.  
The only positive case of COVID-19 at ESLA was a staff person in November 2020.
4. Public Comments – No public comments at this time.

*Building and Grounds Report:* Nancy Gardner reported items that are on the wish list. Some of those being blinds in classrooms, power wash building, and replacing old windows that were not done when school opened. Presently it looks like funds may be available to address some of these toward the end of the school year. Administration will recommend what tasks are priority.

*Bold Education Connections Workplace Safety Plan update:* Nancy Gardner presented and discussed an Emergency Telecommuting Policy adopted by BEC as required by MIOSHA.

*NMU Representative Report:* Neil Hartman reported that meetings with NMU and school leaders will continue. He also recommended we adopt the amended Open Meetings Act Resolution to extend virtual meetings through December 31, 2021.

## **OLD BUSINESS**

*HVAC System:* John Romine reported the project has gone very smooth, the HVAC is completely installed for the first floor, gym & cafeteria. There will also be protective covers on the outside units. There is a need for increase in electricity for the new system. DTE will be constructing a new pole to accommodate the wires needed to support the increase. Everything should be installed and running by end of December.

*CARES Equity Fund grant:* Deanne Keller announced that ESLA was awarded the CARES Equity Fund grant for \$29,219.00. This money is being used to purchase additional online curriculum, iPads, and an online social studies course.

## **NEW BUSINESS**

*NMU Board Webinar Series:* Peggy Swegles reported the NMU Board Webinar series topic was board budgets. Budgeting is the boards responsibility to be accountable by walking through these steps:

1. Planning process
2. Understanding all the components
3. Ensure programs are properly funded
4. Receive adequate information in a timely manner to review
5. Track budget to actuals

*Meeting Time and Day:* Martin Doorn discussed the possibility of moving the monthly board meetings to the third Monday in order to receive the financial information in a timelier manner for the board treasurer to review. The treasurer asked for additional information that includes a review of our salaries and how they compare with other schools, the complete board packet in board members hands 5 days prior to the board meetings, and a pie chart showing the categories of our school expenses (Peggy Swegles will send John Weier a sample pie chart).

Nancy Gardner will present staff salary comparisons in February 2021.

*Open Meetings Act Policy Resolution:* Nancy Gardner presented the new Policy Resolution that allows for greater latitude with respect to electronic participation by members of the Board of Directors in certain circumstances and perimeters.

1. When there is a statewide emergency and the board participating electronically
2. Two-way communication and each board member announcing at the beginning of each meeting that includes stating that they are participating electronically, what county, city or township and state they are located
3. Board authorization to hold electronic board meetings from January 1, 2021 through December 31, 2020
4. Notice why the board is meeting electronically on the website
5. Posting of the agenda on the website least 2 hours before the meeting begins

*Annual Education Report:* Deanna Keller reported that she is finalizing the AER report.

*Northern Michigan University Monitoring Call:* Deanna Keller and Nancy Gardner reported that NMU conducted their annual monitoring visit via virtual format. The monitoring visit included interviews with Deanna Keller and Nancy Gardner as well as teachers. The purpose of this call was to see how the school is progressing academically and how ESLA is fairing through the epidemic. Deanne Keller communicated she has been very up front about how challenging virtual teaching has been for staff, students and families too. As with all other educators in the state of Michigan they are concerned about what the ramifications will be for students.

*35a Additional Instruction Time and Interventions Grant:* Deanna Keller reported the grant of \$6,470.00 is to be used for early elementary online programming, Lexia Core5.

*GEERS Grant:* Nancy Gardner reported on a new grant that will allow ESLA \$16,717.00 primarily for technology and connectivity.

## **COMMUNICATIONS TO THE BOARD**

*Corona Virus Updates* – Web link presented for updates

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

## **Announcements and Recognition**

Announcements:

The next Board of Director's Regular Board Meeting will be held at 2:30 p.m. on Monday January 11, 2021 in a virtual format.

Recognition:

All staff have done a great job transitioning from in person to 100% virtual format.



Parent on FB said, "Thanks East Shore for having such a great set up and smooth transition for our kiddos."

### **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 November 2020 Financial Reports for review as presented, by Swegles, supported by Conlan.

Doorn – Yes                      Fisher – Yes                      Patterson – Yes

Motion to receive the Budget Amendments for review as presented, by Swegles, supported by Fisher.

Doorn – Yes                      Conlan – Yes                      Patterson – Yes

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

Doorn – Yes                      Patterson – Yes                      Conlan – 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, and Public Comments as presented, by Conlan, supported by Swegles.

Doorn – Yes                      Patterson – Yes                      Fisher – Yes

Motion to receive the Bold Education Connections Workplace Safety Plan that includes the Emergency Telecommuting Policy, update as presented, by Conlan, supported by Patterson.

Doorn – Yes                      Fisher – Yes                      Swegles – Yes

Motion to approve the Open Meetings Act policy and procedures change, by Conlan, supported by Swegles.

Doorn – Yes                      Fisher – Yes                      Patterson – Yes

### **Adjournment**

The meeting was adjourned at 4:31 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 January 11, 2021 at which a quorum was present.

Board Secretary/Board Designee:  Approved,  
January 11, 2021.