

**Northwest Academy**  
**115 West Hurlbut Street**  
**Charlevoix, MI 49720**  
**(231) 547-9000**

A regular Meeting of the Board Of Education – 10 July 2013, 5:30 P.M.

“This meeting is a meeting of the Board of Directors in public for the purpose of conducting the School’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.”

**Agenda**

1. Call Meeting to Order:
2. Roll Call:
3. Approve Agenda:
4. Approve Minutes of 12/26 June 2013:
5. Approve Financial Report:
6. Swear in New Board Members:
7. Nominate Temporary Chair
8. Election of Officers:
  
9. Re-Organizational Meeting Resolutions:
  - A. Resolution indicating the Board will comply with all laws, rules, and regulations
  - B. Resolution setting date, time, and place of Regular Board Meetings and location of official posting for meeting notices.
  - C. Resolution designating depositories for various funds and authorized signature(s) for various funds and accounts
  - D. Resolution to bond Treasurer and others as designated by the Board.
  - E. Resolution appointing CAO by name.
  - F. Resolution appointing legal consul.
  - G. Resolution appointing auditors.
  - H. Resolution appointing designated AHERA contact.
  - I. Resolution to adopt the school calendar for the ensuing year.
  - J. Resolution designating the Freedom of Information Act contact, Sexual Harassment Contact, Title VI, Title IX, and Section 504 contact.
  
10. Correspondence:
  
11. Administrator/Development Report
  
12. Old Business/New Business:
  
13. Public Comments
  
3. Adjournment

Joseph F. Seidel  
Board President

\*Individuals wishing to address the Board of Directors under either of the items above for Public Comments are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each with a total time allowance for public comments of thirty (30) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

\*Complaints or concerns regarding Board members or school employees associated with the Academy shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. Proposed minutes of this meeting will be available for public inspection at the Northwest Academy Office located at 115 West Hurlbut Street, Charlevoix, MI 49720, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (Open Meetings Act, Public Act 267).

**RESOLUTION APPOINTING CHIEF ADMINISTRATIVE OFFICER**

IT IS HEREBY RESOLVED; by the Northwest Academy Board of Directors that Matt Saunders shall be the Northwest Academy Chief Administrative Officer for the 2013 – 2014 school year.

JOSEPH F. SEIDEL  
Board President

10 July 2013

**RESOLUTION DESIGNATING DEPOSITORIES FOR VARIOUS FUNDS AND  
AUTHORIZED SIGNATURES FOR VARIOUS FUNDS AND ACCOUNTS**

IT IS HEREBY RESOLVED, by the Northwest Academy Board of Directors that the Northwest Academy General Fund will be deposited at the Charlevoix State Bank; and

IT IS HEREBY RESOLVED, by the Northwest Academy Board of Directors that the Northwest Academy Student Activities Account will be deposited at FirstMerit Bank, and

IT IS HEREBY RESOLVED, by the Northwest Academy Board of Directors, that Matt Saunders, Cindy Romero, and Micheal Randall shall be the authorized signatures for Northwest Academy's various funds and accounts.

JOSEPH F SEIDEL  
Board President

10 July 2013

## **RESOLUTION**

### **Agreement to Comply with All Applicable Laws, Rules, and Regulations**

The Board of Directors of Northwest Academy, a Public School Academy authorized pursuant to the application submitted to Saginaw Valley State University (SVSU) will comply with the provisions of Part 6a of the Michigan School Code and subject to the provision of Part 6a, will comply with all other state laws, rules, and regulations applicable to public bodies and with federal laws, rules, and regulations applicable to public bodies or school districts.

This resolution was approved at a legal meeting of the Board of Directors of Northwest Academy, a Michigan Public School Academy on 10 July 2013.

JOSEPH F. SEIDEL  
President of the Board

10 July 2013

## **RESOLUTIONS FOR ADOPTION BY THE BOARD OF EDUCATION OF NORTHWEST ACADEMY**

RESOLVED, that the **Freedom of Information Act Designee** for Northwest Academy for the 2013- 2014 fiscal year shall be Office Manager Leslie Herriman.

RESOLVED, that the **Title VI Designee** for Northwest Academy for the 2013 – 2014 fiscal year shall be the Chief Administrative Officer, Matt Saunders.

RESOLVED, that the **Title IX Designee** for Northwest Academy for the 2013 - 2014 fiscal year shall be the Chief Administrative Officer, Matt Saunders.

RESOLVED, that the **504 Designee** for Northwest Academy for the 2013 - 2014 fiscal year, shall be the 504 Coordinator Mary Jane Grunch

RESOLVED, that the **Sexual Harassment Designee** for Northwest Academy for the 2013 - 2014 fiscal year shall be Cindy Romero.

RESOLVED, that the **AHERA Plan Contact** (asbestos) for Northwest Academy for the 2013 – 2014 fiscal year shall be the Plan Coordinator, James Marsh.

JOSEPH F. SEIDEL  
Board President

10 July 2013

**RESOLUTION SETTING DATE, TIME, AND PLACE OF REGULAR SCHOOL BOARD MEETINGS FOR THE 2013 – 2014 SCHOOL YEAR AND THE LOCATION OF THE OFFICIAL POSTING FOR MEETING NOTICES**

**IT IS HEREBY RESOLVED** that regular meetings of the Northwest Academy Board of Education for the 2013 – 2014 school year shall be held in the classrooms of Northwest Academy; and

**IT IS HEREBY RESOLVED** that notices of meetings of the Northwest Academy Board of Education shall be posted at the school building; and

**IT IS HEREBY RESOLVED** that the regular meetings of the Northwest Academy Board of Education shall be held at 5:30 p.m. on the following dates:

Wednesday, August 14<sup>th</sup>, 2013

Wednesday, September 11<sup>th</sup>, 2013

Wednesday, October 9<sup>th</sup>, 2013

Wednesday, November 13<sup>th</sup>, 2013

Wednesday, December 11<sup>th</sup>, 2013

Wednesday, January 8<sup>th</sup>, 2014

Wednesday, February 12<sup>th</sup>, 2014

Wednesday, March 12<sup>th</sup>, 2014

Wednesday, April 9<sup>th</sup>, 2014

Wednesday, May 14<sup>th</sup>, 2014

Wednesday, June 11<sup>th</sup>, 2014

Wednesday, July 9<sup>th</sup>, 2014

JOSEPH F. SEIDEL  
President of the Board

10 July 2013

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**JOSEPH F. SEIDEL**  
President of the Board

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10 July 2013

## **RESOLUTION APPOINTING LEGAL COUNSEL**

IT IS HEREBY RESOLVED; by the Board of Directors of Northwest Academy that Dennis Cross shall be the Academy Legal Counsel for the 2013 – 2014 school year.

JOSEPH F. SEIDEL  
President of the Board

10 July 2013



## **RESOLUTION APPOINTING AUDITORS**

IT IS HEREBY RESOLVED, by the Board of Directors of Northwest Academy that the accounting firm of Hill, Schroderus & Company shall be the auditors for the 2013 – 2014 upcoming school year.

JOSEPH F. SEIDEL  
President of the Board

10 July 2013

**RESOLUTION ADOPTING THE SCHOOL CALENDAR**

IT IS HEREBY RESOLVED, by the Northwest Academy Board of Directors that the CHAR-EM Intermediate School District Common Calendar be adopted for the 2013 – 2014 school year.

JOSEPH F. SEIDEL  
President of the Board

10 July 2013

**RESOLUTION BONDING SCHOOL TREASURER**

IT IS HEREBY RESOLVED, by the Northwest Academy Board of Directors that Micheal Randal shall be bonded to perform his responsibilities as School Treasurer for the 2013 – 2014 school year.

JOSEPH F. SEIDEL  
President of the Board

10 July 2013