

**MUSKEGON COVENANT ACADEMY  
BOARD OF DIRECTORS**

**BOARD MEETING AGENDA**

**Date:** February 15, 2022  
**Time:** 12:00 P.M.  
**Location:** 125 Catherine Ave, Muskegon, MI 49442      **Zoom Link Meeting**

**A. Call to Order - 12:00 PM**

**B. Roll Call**

Asaline Scott, President	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Donna Secor-Pennington, Vice President	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Jim Fisher, Treasurer	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
John Selmon, Secretary	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
Goeff Hansen, Member	<input type="checkbox"/> Present	<input type="checkbox"/> Absent

**Other Attendees:**

Mia Clark, MCA School Leader	Sam Joseph, CAF
Amanda Acker, Dir of Academic Progress	Matt Cawood, GVSU
Gretchen LaHaie, Dir of Operational Services	Tonya Landis, Board Recording Secretary
Lauren Meldrum, pending board member	Chris McGuigan, Legal Counsel
Doreen Mangrum, pending board member	Dan Matthews, CAF

**C. Public Comment on Agenda** (comment on Agenda items only, reserved to three minutes per person)

**D. Mission Statement:** The Muskegon Covenant Academy (MCA) provides dropout youth, ages 16-22 years, hope and the opportunity to earn their high school diploma. MCA believes that all students are valuable members of our community. MCA students will be guided by a caring, compassionate staff that will provide students with an academic foundation guiding them to post-secondary careers, training and college. MCA believes providing this foundation for our youth will prevent youth homelessness and incarceration. This will be done with absolute respect and unconditional love while offering hope and encouragement to all students.

**E. Approval of Agenda**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

**F. Approval/Acceptance of Standard Business**

**a. Approval of the following Meeting Minutes:**

- 1. Regular Board Meeting Minutes from December 7, 2021**
- 2. Special Meeting Minutes – January 5, 2022**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

**b. School Report -- 12:03**

- 1. Mission Points of Pride (Mia)**

- 2.Barriers Report (Dan)
- 3.Progress Update (Mandy)
- 4.ELP Goals & Benchmark Assessments (Mandy)

- c. **Financial/Personnel Update (Gretchen LaHaie) -- 12:20**
  - 1. Personnel Update
  - 2.Budget Amendment Presentation

**Approval of the MCA 2021-2022 Budget Amendment**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

- d. **GVSU Update: (Matt Cawood) -- 12:40**
- e. **Legal Update: (Chris McGuigan) -- 12:45**

**G. Correspondence -- 12:50**

**H. Old Business**

**I. New Business -- 12:50**

- a. **Approval of the 2022-2023 MCA Application and Enrollment Resolution**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

- b. **Approval Fall 2021 Board Policy Updates:**

- 1. Definitions (0100)
- 2. Public Participation at Board Meetings (0167.3)
- 3. Property Inventory (7450)
- 4. Public Records (8310)
- 5. Student Records (8330)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

- c. **Renomination of James Fisher and Donna Pennington to the MCA Board of Directors**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

- d. **Acceptance of Academic Grant Award from GVSU to be used 100% for MCA**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

*This is a meeting of the Board of Directors, held in public, for the purpose of conducting the Academy's business, and is not to be considered a public community meeting. A time for public participation during the meeting is indicated in the agenda.*

**e. Approval for the MCA board to use a Consent Agenda moving forward**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

**J. Committee Reports -- 12:52**

**K. Discussion -- 12:57**

**L. Public Comment on Non-Agenda Item**

**M. Reminder of Next Board Meeting**

Regular Board Meeting: Tuesday, April 19, 2022 at 12:00 PM

**N. Adjournment**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Opposed: \_\_\_\_\_

**Muskegon Covenant Academy**  
125 Catherine Ave, Muskegon, MI 49442  
(231) 720-3100

**BOARD MEETING**  
**MUSKEGON COVENANT ACADEMY**  
**BOARD OF DIRECTORS**

Date: December 7, 2021  
Time: 12:00 P.M.  
Location: 125 Catherine Ave, Muskegon MI 49442

**MINUTES**

MEETING TYPE:     Regular     Special     Proposed     Approved

**A. Call to Order** – Asaline Scott called the meeting to order at 12:05 PM

**B. Roll Call**

Asaline Scott, President	X Present	<input type="checkbox"/> Absent
Donna Secor-Pennington, Vice President	X Present	<input type="checkbox"/> Absent
Jim Fisher, Treasurer	X Present	<input type="checkbox"/> Absent
John Selmon, Secretary	<input type="checkbox"/> Present	X Absent-via ZOOM
Goeff Hansen, Member	X Present	<input type="checkbox"/> Absent

**Other Attendees:**

Sam Joseph, Founder	Dan Matthews, CAF
Matt Cawood, GVSU	Amanda Acker, Director of Academic Progress
Chris McGuigan, Legal Counsel	Mia Clark, MCA School Leader
Gretchen LaHaie, CAF	Tonya Landis, MCA Board Recording Secretary
Trevor Barns, Brickley DeLong	Lauren Meldrum, pending board member
Brad Coon, MCA Supervisor of Academic Progress	

**C. Public Comment on Agenda-** None

**D. Mission Statement:** The Muskegon Covenant Academy (MCA) provides dropout youth, ages 16-22 years, hope and the opportunity to earn their high school diploma. MCA believes that all students are valuable members of our community. MCA students will be guided by a caring, compassionate staff that will provide students with an academic foundation guiding them to post-secondary careers, training and college. MCA believes providing this foundation for our youth will prevent youth homelessness and incarceration. This will be done with absolute respect and unconditional love while offering hope and encouragement to all students.

**E. Approval of Agenda-Motion:** Jim Fisher motioned to approve the agenda

**Support:** Goeff Hansen seconded the motion    **Ayes: 4    Nays: 0**

**F. Approval/Acceptance of Standard Business**

**a. Approval of the following Meeting Minutes:**

**i. Regular Meeting Minutes – October 19, 2021**

**Motion:** Jim Fisher motioned to approve the board meeting minutes

**Support:** Goeff Hansen seconded the motion    **Ayes: 4    Nays: 0**

**b. School Report**

- i. Mission Points of Pride-(Mia Clark-Grissom)** Enrollment is 159. New employee, Emmitt Davis, has been working with Jim to help students find work through a partnership program with Aludyne. Student success story: Since coming to MCA, this student has matured and made education a priority. He is working two jobs and attends school everyday.
- ii. Barriers Report-(Dan Matthews)** Students not coming into the building because they are working. The second barrier is motivation and the third is communication. The fourth barrier is teen pregnancy and it is becoming a growing epidemic in Muskegon County.

A copy of the meeting minutes is available for public inspection at 125 Catherine Ave, Muskegon, MI 49442, within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 62 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Landis (231-720-3100) prior to the meeting.

**Muskegon Covenant Academy**  
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iii. **Progress Update -(Mandy Acker/Brad Coon)** Brad has been talking to students one on one and is in the process of restructuring direct instruction and moving classes to a ten week schedule. Average in building attendance has been steadily increasing, students have passed 116 classes since July, and anticipating that two way interactions will also increase.

iv. **Financial/Personnel Update: (Gretchen LaHaie)**

1. Effective Jan 1st, the salary scale will increase and MCA will combine with KCA, SCA and CAF under a new HR entity with Axios.
2. Hired two new staff and MCA has one position posted for Street Outreach.
3. Audit Report: MCA had a clean audit with increases in revenue due to federal funds.

**Approval of the 2020-2021 Audited Financials**

Jim Fisher made a motion to accept the audited 20-21 financials.

Goeff Hansen seconded the motion.      **Ayes: 4    Nays: 0**

v. **GVSU Update: (Matt Cawood)-** School operation survey results shared sometime in Feb

vi. **Legal Update: (Chris McGuigan)-** There are two main changes to the MCA/CAF contract: reports that will be shared out to the board and CAF, subcontracting with Axios, will be taking over HR for MCA.

**G. Correspondence-**Annual Conflict of Interest

**H. Old Business-**None

**I. New Business-Approval to amend the MCA/CAF ESP Contract**

**Motion:** Jim Fisher motioned to approve the contract

**Support:** Goeff Hansen seconded the motion      **Ayes: 4    Nays: 0**

**J. Committee Reports -** Jim Fisher discussed the Aludyne partnership with Good Temps for job opportunities for students. Three MCA students are participating. John Selmon gave updates on the Exit program, and the mentorship program has three students participating, and there will be new staff members at the next meeting.

**K. Discussion -** Lauren Meldrum is in attendance at today's meeting as a potential new MCA board member.

Jim Fisher motioned to recommend Lauren to the MCA Board of Directors

Donna Secor-Pennington supported      **Ayes: 3    Nays: 0**

**L. Public Comment on Non-Agenda Items -** None

**M. Reminder of Next Board Meeting -** Regular Board Meeting: Tuesday, February 15, 2022 at 12:00 PM

**N. Adjournment- Motion:** Jim Fisher motioned to adjourn the meeting.

**Support:** Donna seconded      **Ayes: 3    Nays: 0** Adjourned at 1:49 P.M.

**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,

\_\_\_\_\_  
Board Secretary/Recording Secretary

\_\_\_\_\_  
Date

Approved by the Muskegon Covenant Academy Board of Directors on February 15, 2022.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

A copy of the meeting minutes is available for public inspection at 125 Catherine Ave, Muskegon, MI 49442, within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 62 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Landis (231-720-3100) prior to the meeting.

**Muskegon Covenant Academy**  
125 Catherine Ave, Muskegon, MI 49442  
(231) 720-3100

**SPECIAL BOARD MEETING  
MUSKEGON COVENANT ACADEMY  
BOARD OF DIRECTORS**

Date: January 5, 2022  
Time: 1:30 P.M.  
Location: 125 Catherine Ave, Muskegon MI 49442

**MINUTES**

MEETING TYPE:     Regular     Special     Proposed     Approved

**A. Call to Order** – Asaline Scott called the meeting to order at 1:30 PM

**B. Roll Call**

Asaline Scott, President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Donna Secor-Pennington, Vice President	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Jim Fisher, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John Selmon, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Goeff Hansen, Member	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

**Other Attendees:**

Mia Clark-Grissom, MCA School Leader  
Gretchen LaHaie, Dir of Operational Services

**C. Public Comment on Agenda** - None

**D. Approval of the Agenda**

**Motion:** Jim Fisher motioned to approve    **Support:** John Selmon seconded the motion  
**Ayes:** 3    **Nays:** 0

**E. New Business**

**a. Approval to nominate Doreen Mangrum to the MCA Board of Directors**

**Motion:** Jim Fisher motioned to approve    **Support:** John Selmon seconded the motion  
**Ayes:** 3    **Nays:** 0

**F. Public Comment on Non-Agenda Items** - None

**G. Reminder of Next Board Meeting** - Tuesday, February 15, 2022 at 12:00 PM

**H. Adjournment** - 1:45 PM

**Motion:** Jim Fisher motioned to adjourn    **Support:** John Selmon seconded the motion  
**Ayes:** 3    **Nays:** 0

**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,

\_\_\_\_\_  
Board Secretary/Recording Secretary

\_\_\_\_\_  
Date

Approved by the Muskegon Covenant Academy Board of Directors on February 15, 2022.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

A copy of the meeting minutes is available for public inspection at 125 Catherine Ave, Muskegon, MI 49442, within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 62 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Landis (231-720-3100) prior to the meeting.

# Muskegon Covenant Academy

## Staff Identified School Participation Barriers 2021-2022 School Year

**\*The numbers represent how many times students indicated to staff the barriers that prevent them from full participation in school.**

- What building intervention is working best at this time...
- One on one face to face in person interactions are noted by the staff as the most effective interventions during the COVID pandemic.

### Barrier Summary:

- 1<sup>st</sup> Students Working  
(616)

•What students are currently saying to staff:

- Working different shifts and trying to raise a child
- Working many hours and school is not a priority
- Working is a priority so I can help my family
- Working makes me tired and school is hard to fit in.

•Staff Action Plans:

- Community Outreach home visits
- Muskegon business connections Meijer/PACE/Aludine Aluminum Company to create new career pathways
- Social Media Contacts
- Phone Calls
- One on One meetings with staff to refocus students
  - Computer restrictions with student follow up conversations
- Wrap around services to help individual students

- 2<sup>nd</sup> Motivational Barriers  
(325)

•What students are currently saying to staff:

- Working leaves little time for school
- Taking care of my children leaves little time for school
- I have multiple family issues
- I have some mental health issues
- Living in the hotel for the homeless makes school difficult

•Staff Action Plans:

- Community Outreach home visits
- Muskegon business connections to motivate students for future starting careers
- Social Media Contacts
- Phone Calls
- One on One meetings with staff to refocus students
- Computer restrictions with follow up conversations
- Wrap around services to help individual students

•3<sup>rd</sup> Child Care Barriers  
(238)

\*Multiple pregnancies and young teen pregnancies are having a significant impact on female motivation and communication with staff at Muskegon Covenant Academy

\*\*\*On site family planning is being discussed

What students are currently saying to staff:

- Working to feed and support new baby or multiple children
- Too tired for school after working and parenting a child
- School is not a priority right now trying to survive being a single mother with no support

•4<sup>th</sup> Communication & Other Barriers  
(218)

God

•5<sup>th</sup> Housing Barriers  
(168)

•6<sup>th</sup> Student Health Barriers  
(126)

•7<sup>th</sup> Family Issue Barriers  
(106)

•8<sup>th</sup> Transportation Barriers  
(14)



# MUSKEGON COVENANT ACADEMY

July 1, 2021-June 30, 2022

	21-22 PROJECTED	21-22 AMENDED	Difference
<u>Revenue</u>			
Student Count	150	130	-20
Local	\$8176/FTE	\$8700/FTE	\$524
Donations	62,821	51,809	-\$11,012
State	0	3,400	\$3,400
Federal	1,471,286	1,438,266	-\$33,020
	301,045	247,673	-\$53,372
<b>Total Revenue</b>	<b>1,835,152</b>	<b>1,741,148</b>	<b>-\$94,004</b>
<u>Personnel Services</u>	21-22 PROJECTED	21-22 AMENDED	
Salaries	781,765	801,833	\$20,068
Benefits	295,453	231,039	-\$64,414
	1,077,218	1,032,872	-\$44,346
<u>Other Than Personnel Services</u>			
Student/Building Supplies	87,400	83,800	-\$3,600
Student Transportation	20,000	20,000	\$0
Professional Development/Travel	20,943	15,000	-\$5,943
Technology/Curriculum	170,000	111,046	-\$58,954
Legal Services	5,000	5,000	\$0
Authorizer Fee (3%)	37,411	33,857	-\$3,554
Audit, HR & Business Services	49,600	44,036	-\$5,564
Utilities	118,576	119,301	\$725
Facility Improvement	30,000	52,766	\$22,766
CAF Management Fee (15%)	208,661	203,458	-\$5,203
Loan Repayment	0	0	\$0
	747,591	688,263	-\$59,328
<b>Total Expenses</b>	<b>1,824,809</b>	<b>1,721,135</b>	<b>-\$103,674</b>

Balance: \$ 10,343 \$ 20,013  
 20-21 PY Audited Fund Balance: \$ 1,858,891 \$ 1,858,891  
 Projected Ending Fund Balance: \$ 1,869,234 \$ 1,878,904

21-22 Amended Notes:  
 \$589/FTE increase from 20-21  
 5k Interest income  
 Workman  
 76k in PY 31a funds  
 ESSER & Title/SPED

21-22 Amended Notes:  
 5% increase, 1/1/21  
 10k for Marketing

Staff Breakdown  
 Projected Amended  
 2 2 Admin  
 6 6 Teachers  
 1 1 Enrollment/Data  
 1 1 Family Support-Title I  
 0 2 Street Outreach-ESSER II  
 1 1 College & Career Readiness Specialist  
 1 1 Contracted Soc Worker-31o funded  
 1 1 Operations Assistant\*  
 13 15 \*KCA/SCA share cost

ESSER Allocation

	ESSER II	ESSER III	Total
20-21	51,372	0	51,372
21-22	86,807	0	86,807
22-23		155,165	155,165
23-24		155,165	155,165
<b>Total</b>	<b>138,179</b>	<b>310,330</b>	

ESSER II: Clevertouch; Chromebooks; Cleaning; 2 Street Outreach  
 ESSER III: Street Outreach; Tech; Cleaning; .5 Teacher (learning loss)

GENERAL APPROPRIATION RESOLUTION  
 AMENDED BUDGET  
 RESOLUTION FOR ADOPTION BY  
 THE BOARD OF DIRECTORS OF  
 MUSKEGON COVENANT ACADEMY  
 2021-2022

MUSKEGON COVENANT ACADEMY

**RESOLVED**, that this resolution shall be the general appropriations of Muskegon Covenant Academy for the fiscal year 2021-2022: A resolution to make appropriations; to provide for the expenditure of the appropriations and to provide for the disposition of all income received by Muskegon Covenant Academy.

**BE IT FURTHER RESOLVED**, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of Muskegon Covenant Academy for discal year 2021-2022 is as list here:

**BE IT FURTHER RESOLVED**, that **1,741,148** of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

**BE IT FURTHER RESOLVED**, that no Board of Directors member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Directors and in keeping with budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

**BE IT FURTHER RESOLVED**, that the School Leader is hereby charged with the general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Directors and in keeping with the budgetary policy statement adopted by the Board.

**This appropriation is to take effect on July 1, 2021**

**Approved:**

**Secretary's Certification:** I certify that the foregoing resolution was duly adopted by the Muskegon Covenant Academy Board of Directors at a properly noticed open meeting held on the 15th day of February in the year 2022 at which a quorum was present.

BY: \_\_\_\_\_

	21-22 ADOPTED	21-22 AMENDED
<b>Revenues</b>		
Revenues	1,835,152	1,741,148
	1,835,152	1,741,148
<b>Total Revenue</b>	<b>1,835,152</b>	<b>1,741,148</b>
<b>Expenditures</b>		
Salaries	781,765	801,833
Benefits	295,453	231,039
<b>Total Personnel</b>	<b>1,077,218</b>	<b>1,032,872</b>
Student/Building Supplies	87,400	83,800
Student Transportation	20,000	20,000
Professional Development/Travel	20,943	15,000
Technology/Curriculum	170,000	111,046
Legal Services	5,000	5,000
Authorizer Fee	37,411	33,857
Audit & Business Services	49,600	44,036
Utilities	118,576	119,301
Facility Improvement	30,000	52,766
CAF Management Fee	208,661	203,458
Loan Repayment	0	0
	747,591	688,263
<b>Total Expenses</b>	<b>1,824,809</b>	<b>1,721,135</b>

**Balance: \$ 10,343 \$ 20,013**

**20-21 Audited Fund Balance: \$ 1,858,891 \$ 1,858,891**

**21-22 Ending Fund Balance: \$ 1,869,234 \$ 1,878,904**

Muskegon Covenant Academy  
Balance Sheet  
1/31/2022

Governmental Fund Type	Account Groups		
General Fund	General Fixed Assets	General Long- Term Debt	

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Assets and Other Debits

Assets:			
Cash and Equivalents	\$1,412,056.30	\$0.00	\$0.00
Investments	229,205.50	0.00	0.00
Land & Land Improvements	0.00	22,136.00	0.00
Buildings and Improvements	0.00	907,952.00	0.00
Allowance for Depreciation	0.00	(155,015.00)	0.00
Other Debits:			
Amount to be Provided for Debt Retirement	0.00	0.00	2,097.00
Total Assets and Other Debits	1,641,261.80	775,073.00	2,097.00

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Liabilities, Fund Balance and Other Credits

Liabilities:			
Accounts Payable	6,480.28	0.00	0.00
Accrued Salaries & Withholdings	761.81	0.00	0.00
Long Term Liabilities	0.00	0.00	2,097.00
Total Liabilities and Other Credits	7,242.09	0.00	2,097.00
Fund Balance and Other Credits:			
Investment in Fixed Assets	0.00	775,073.00	0.00
Fund Balance:			
Beginning Fund Balance	1,858,891.68	0.00	0.00
Revenues Over (Under) Expenditures	(224,871.97)	0.00	0.00
Ending Fund Balance	1,634,019.71	0.00	0.00
Total Liabilities, Fund Balance and Other Credits	1,641,261.80	775,073.00	2,097.00

**Resolution**  
**Muskegon Covenant Academy**  
**125 Catherine Ave**  
**Muskegon, MI 49442**

**2022-2023**  
**Application and Enrollment**

**WHEREAS**, during the 2022-2023 school year, Muskegon Covenant Academy shall offer education for students in the ninth through the twelfth grade, and the Academy's program is designed to allow for a total maximum enrollment of 400.

**BE IT RESOLVED** that the Board hereby establishes the 2022-2023 enrollment dates as follows:

Re-enrollment from:            March 7, 2022 – April 5, 2022  
Open Enrollment from:        April 11, 2022 – April 25, 2022

If necessary, Random Selection Drawings shall be held on April 30, 2022.

**BE IT FURTHER RESOLVED** that the legal notices regarding the open enrollment process shall be posted on the academy website starting March 7, 2022.

Secretary's Certification:

I certify that the foregoing Resolutions were duly adopted by the Muskegon Covenant Academy Board of Directors at a properly noticed open meeting held on the 15th day of February, 2022, at which a quorum was present.

\_\_\_\_\_  
Board Secretary

## Fall 2021 Board Policies Summary Table

### Board Policies

Board Operating Policy/ Policy No.	Policy Title	New/ Revise/ Replace/ Delete	Legally Required, Legal Content or Best Practice	Summary
<b>Regular Fall Update</b>				
0100	Definitions	Revised	Legally Required	<p>The definition of "Voting" has been revised to reflect the change in statute regarding allowable exceptions to "in person" voting at meetings of the Board. After December 31, 2021, only the military duty exception remains. The Board chair should only approve a request that complies with the law.</p> <p>This revision should be adopted to maintain accurate policies.</p>
0167.3	Public Participation at Board Meetings	Revised	Legally Required	<p>Revisions to this board operating policy are in line with the recent decision of the U.S. District Court for the 6<sup>th</sup> Circuit. Some of the optional language has been deleted, so as to remove the authority of the presiding officer at board meetings where public participation is permitted to regulate speakers on the basis of comments that are "abusive," "frivolous," and/or "harassing." These measures are intended to prevent academies from engaging in viewpoint discrimination for remarks that are oppositional in nature, perceived as hostile to the direction of the board and/or merely offensive. In addition, options (which were deemed acceptable regulations by the Court) have been added for preregistration, including prohibiting individuals from signing up to speak for others. Finally, there are options for academies who livestream meetings to determine whether or not they will facilitate public participation remotely.</p> <p>These revisions and options should be considered for adoption.</p>
7450	Property Inventory	Revised	Legally Required	<p>A drafting note has been added to this policy noting the federal threshold of \$5,000 for differentiating between supplies/materials and a capital expenditure for equipment purchase. See the note on Policy 6114 - Cost Principles - Spending Federal Funds.</p> <p>This policy may need to be revised if the Academy's current policy uses an equipment/inventory threshold higher than \$5,000.</p>
8310	Public Records	Revised	Legally Required	<p>This policy has been revised to comply with the obligation not to disclose the address of a student or an employee who provides the Academy with notice that they have received a participation card issued by the attorney general under the Address Confidentiality Program Act.</p> <p>These revisions should be adopted in order to remain compliant with Michigan law.</p>
8330	Student Records	Revised	Legally Required	<p>This policy has been revised to reflect the change in federal rule (2021 Solomon Amendment: Subtitle C—General Service Authorities and Correction of Military Records SEC. 521). If the</p>

				<p>Academy issues student email addresses, it must release such email addresses to military recruiters as part of directory information, as requested, unless prohibited by student or parent request in writing.</p> <p>This revision should be adopted in order to maintain accurate policies.</p>
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February 1, 2022

Asaline Scott  
Muskegon Covenant Academy  
125 Catherine Ave.  
Muskegon, MI 49442

**RE: 2020-2021 ACADEMIC GRANT AWARD**

Dear Muskegon Covenant Academy Board of Directors:

Congratulations! I am pleased to share that the Grand Valley State University Charter Schools Office has awarded your board of directors an Academic Grant (“Grant”). Funds may be used to support student enrichment, professional development, or other purchases to support your school.

The 2020-21 Grant amount is based on the board’s completion of training requirements and the school’s academic results:

Requirement	Award	Avg. Enrollment	Grant
One hour of CSO-approved board training	\$10 per pupil	148	\$1,480
Student assessment performance	\$10 per pupil	148	\$1,480
<b>Total Grant award</b>			<b>\$2,960</b>

As a reminder, your board must take official action to accept the Grant. This action must include obtaining an assurance from your school’s Educational Service Provider (“ESP”), if applicable, that neither a management fee nor any other cost will be charged by the ESP related to the board’s acceptance and use of the Grant.

Again, congratulations. Feel free to contact Jayme Lesperance at 616-331-6964 with questions.

All my best,

A handwritten signature in black ink, appearing to be 'DC' with a long, sweeping underline.

Don Cooper  
Assistant Vice President for Charter Schools

Cc: Mia Clark-Grissom, School Leader  
Matthew Cawood, GVSU School Consultant