

**FOREST ACADEMY**  
Board Meeting Minutes  
April 21, 2020

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Board Members Attending: Ms. Nancy Murray, Mr. Michael Ward, Ms. Whitney Wilkins, Mr. Kurt Haller, and Ms. Jan Larkin

Board Members Absent: None

Non-Board Members Attending: Ms. Meghan Watters, Mr. Bill Barker, Ms. Kristy Worthington, and Dr. Grace Emley

1. CALL TO ORDER PUBLIC HEARING

The meeting was called to order at 4:31 p.m.

2. BOARD NOMINATION

Mr. Kurt Haller moved to nominate Mr. Michael Ward and Ms. Whitney Wilkins to the board. Ms. Jan Larkin seconded the motion. Motion carried 5 to 0.

3. NOMINATE TEMPORARY CHAIRPERSON

Ms. Murray moved to nominate Dr. Grace Emley to serve as temporary chairperson. Ms. Wilkins seconded the motion. Motion carried 5 to 0.

4. ELECTION OF OFFICERS

Mr. Ward moved to keep the slate the same: Ms. Murray as President, Mr. Haller as Vice-President, Ms. Wilkins as Secretary, Mr. Ward as Treasurer, and Ms. Larkin as Director. Ms. Wilkins seconded the motion. Motion carried 5 to 0.

5. RECOMMENDED RESOLUTIONS

- a. Resolution designating person responsible for:  
taking minutes, posting notices & locations of board meetings,  
sending approved minutes to authorizer, making pre-approved minutes available/posted within 8 days (**Business Office staff**)
- b. Resolution designating depositories for various funds and authorized signature(s) for various funds and accounts (**Comerica, Board Officers, FBR Representative-Dr. Grace Emley**)
- c. Resolution appointing legal counsel (**Varnum Riddering Schmidt & Howlett LLP, and/or Doug McNeil with Saunders Winter McNeil PLLC**)
- d. Resolution appointing financial auditors (**Norman & Paulsen, P.C.**)
- e. Resolution designating spokesperson representing the board with the media (**Mr. Michael Ward**)
- f. Resolution designating Sexual Harassment contact and Title VI, Title IX, Section 504 contact and FOIA Coordinator (**Dr. Norman Peterson**)

Mr. Haller moved to accept the Resolutions. Mr. Ward seconded the motion. Motion carried 5 to 0.

6. CONSENT AGENDA

Ms. Wilkins moved to approve the December 17, 2019 board minutes, invoices #F102, #F103, #F104, #F105, and Comm Inv. #120119F, #010120F, #020120F, #030120F. Mr. Ward seconded the motion. Motion carried 5 to 0.

7. CONTINUITY OF LEARNING AND COVID-19 RESPONSE PLAN APPROVAL & RESOLUTION  
Mr. Ward moved to approve the Continuity of Learning and COVID-19 Response Plan. Ms. Wilkins seconded the motion. Motion carried 5 to 0.
8. FBR REPORT  
See the FBR Report presented by Dr. Grace Emley
9. PRINCIPAL REPORT  
See the April 2020 principal report presented by Ms. Watters.
10. GVSU REPORT  
Mr. Barker let Ms. Watters know he appreciated all the hard work she and her staff have done. He also recognized Dr. Grace Emley on being awesome and on top of all the GVSU requirements and getting the COVID-19 Response Plans submitted timely for the academies. He also updated the board that there will be budget cuts for next year and possibly this year. In addition he let us know the COVID response has been approved and posted on the websites. The Board Training grant requirements were fulfilled by the board members and awarded. Mr. Barker also stated he will present the School Performance report in June 2020.
11. OTHER BUSINESS  
None
12. PUBLIC COMMENT  
None
13. CALL TO ADJOURN  
Meeting adjourned at 4:57 p.m.

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*Whitney Wilkins*