

**Academy Mission Statement: Provide students an environment for new beginnings and positive educational experiences focused on career exploration and preparation.**

**BRIDGE ACADEMY OF SOUTHWEST MICHIGAN**

499 W. Main Street  
Benton Harbor, MI 49022  
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**BRIDGE ACADEMY OF SOUTHWEST MICHIGAN**

**Board Meeting Minutes**

<b>Date:</b>	April 13, 2021
<b>Time:</b>	12:00noon
<b>Location:</b>	Virtual Meeting via Zoom <a href="https://us02web.zoom.us/j/89735950871?pwd=Qkl3aDZmRmFBa251ZW9jWHhieUF4dz09">https://us02web.zoom.us/j/89735950871?pwd=Qkl3aDZmRmFBa251ZW9jWHhieUF4dz09</a>

**MEETING TYPE**     Regular                       Special

**MINUTES TYPE**     Proposed                       Approved

**I. Call To Order**

The meeting was called to order at 12:08pm.

**II. Roll Call**

Board Member Attendance:

<u>Mike Hagerty – Grand Rapids, Michigan</u>	President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Patrick Bird – Kalamazoo, Michigan</u>	Vice President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Gwen Wood – Buchanan, Michigan</u>	Secretary/Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Kimberly Penny-Word, Detroit, Michigan</u>	Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<u>Vacant position</u>	Director	<input type="checkbox"/> Present	<input type="checkbox"/> Absent

Other Attendees in attendance:

Lily Brewer, Allie Knapp, Gill Korfmacher, Paula Polaskey, Joe Thienes, Mark Weinberg

**III. Approval of Agenda** *(if items are added, they should be included under other business)*

Motion	G. Wood		
Support	P. Bird		
Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstentions</i>
	4	0	0

**IV. Public Comment** *(reserved for agenda items only)*

The board heard comments from \_\_\_N/A\_\_\_ related to \_\_\_N/A\_\_\_.

**V. Approval of March 16, 2021 Board Meeting Minutes**

A copy of the meeting minutes are available for public inspection at Bridge Academy of Southwest Michigan, 499 W. Main Street, Benton Harbor, MI 49022 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, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Allie Knapp at 269-266-9091 prior to the meeting.

**Action requested:** Motion to approve/accept the March 16, 2021 Board Meeting Minutes as submitted.

Motion	P. Bird		
Support	K. Penny-Word		
Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstentions</i>
	4	0	0

## VI. Old Business

- a. Item #1 Bank Account – M. Hagerty reported as a business, the Bridge Academy of Southwest Michigan has to have a bank account. G. Wood has been working with TCF Bank providing options and looking at interest vs. nonbearing interest accounts. It will be a municipal account.

## VII. New Business

- a. Item #1 Finance Report – G. Korfmacher reported that the Monthly, Quarterly and Budget Cycle reports will be reported at the June 2021 Board of Directors meeting due to not having numbers to report.
- b. Item #2 School Leader Report(s) – A. Knapp reported on requirement to set a maximum enrollment number for the Application and Open Enrollment. Proposed dates for open enrollment is June 1 – June 30, 2021. Ms. Knapp stated that marketing has created a new logo and is in the process of developing a new website launching June 1, 2021. Ms. Knapp reported the Charter Schools Program (CSP) Grant for \$1.25M was submitted on March 31, 2021. Award announcement are anticipated on May 7, 2021.

## VIII. Discussion Items

- a. Item #1 Formation of a Finance Committee – M. Hagerty reported G. Wood is the Treasurer of the Board and will lead the Finance Committee. M. Hagerty volunteered to be on the committee. M. Hagerty commented that a Kinexus Group representative and a school representative will be a part of the committee. G. Wood will set the frequency of the meetings.
- b. Item #2 Education Service Provider (ESP) Agreement Status – G. Korfmacher reported she is working with Kinexus Group and CMU legal counsel regarding the ESP. The final resolution will be proposed at the May 2021 Board meeting for action and approval.
- c. Item #3 Policies for Purchasing and Procurement and Federal Criminal History Record Information (CHRI) – G. Korfmacher presented the draft purchasing and procurement policies and the CHRI policy for review and approval at the May 2021 Board meeting. Discussion was held on the dollar amount threshold of purchasing and procurement.

## IX. Action Items

**Action requested:** Motion to approve/accept to set the Maximum Enrollment Number to 120 students for school year 2021-2022 as submitted.

Motion	P. Bird		
Support	K. Penny-Word		
Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstentions</i>
	4	0	0

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**Action requested:** Motion to approve/accept the Academy's Open Enrollment period for the 2021-2022 school year to begin on June 1, 2021 and end on June 30, 2021 as submitted.

Motion	G. Wood		
Support	K. Penny-Word		
Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstentions</i>
	4	0	0

**Action requested:** Motion to approve/accept Kinexus Group staff explore Salesforce Software licensing as submitted.

Motion	G. Wood		
Support	P. Bird		
Vote	<i>Ayes</i>	<i>Nays</i>	<i>Abstentions</i>
	4	0	0

**X. Authorizer Update – CMU**

J. Thienes reported that Mike Wrobel, Director of Finance & Accountability has scheduled a Board Treasurer roundtable for April 27th. Mr. Thienes also reported that Andrew Robinson's application is moving along and is tentatively scheduled to be appointed to the Board on April 22, 2021. Mr. Thienes commented that CMU conducts new Board orientations and highly encouraged board members to participate.

**XI. Extended Public Comment** (*limited to 3 minutes per person on any item/matter not listed on the agenda*)

The board heard comment from Mark Weinberg related to the Board orientations and professional development.

**XII. Other Business**


K. Penny-Word commented that she will be absent at the May Board meeting and asked members to extend the Board orientation to the June 2021 meeting.

**XIII. Adjournment**

The board adjourned at 1:00pm

**Minutes Certification:**

Proposed minutes respectfully submitted:

DocuSigned by:  
  
0827A7DEFA264DE...  
 Board Secretary /Recording Secretary

4/22/2021  
 \_\_\_\_\_  
 Date

Approved by the Board of Directors on <Date of Meeting>:

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<Academy Name>  
**Board Meeting Minutes**  
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\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

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