



Muskegon Maritime Academy
571 East Apple Avenue
Muskegon MI 49442

October 31, 2024
Time: 4:30 p.m.
Regular Board Meeting Minutes

- 1.1 **Call to Order:** The meeting was called to order by President Hood at 5:19 PM
- 1.2 **Roll Call:**
Present: Eric Hood, President; Pastor Crawford, Secretary; Melvin Burns, Treasurer
Shanika Carter, Board Member

Absent: None

Others: Jessica Owens, Principal; Dawn Gillespie, SVSU Representative; Elizabeth Campos, Office Manager; Michelle Kyles, Teachers First (remote); David Patterson, Teachers First (remote); Frank Patterson, Teachers First (remote)
- 1.3 **Approval of Agenda**
Mr. Burns motioned to approve the agenda, Pastor Crawford seconded, Board unanimously voted in favor.
- 1.4 **Approval of Previous Minutes**
Mr. Burns motioned to approve the minutes of the board meeting for September 26, 2024, Pastor Crawford seconded. Board unanimously voted in favor.
2. **Public Comment (Agenda Items only)**
None
3. **Reports:**
 - 3.1 **Report from the Authorizer - SVSU**
Dawn Gillespie introduced herself to the board and Dave Patterson gave a brief explanation of SVSU's letter of "Intent to Revoke."
 - 3.2 **Principal Jessica Owens Report to the Board**
Principal Jessica Owens reported on the following items: Pupil attendance audit with ISD, status of GSRP and hiring a Program Director, status of Food Service applicants, NWEA Testing status, and Internal Coaching for overall improvement of classroom Management.

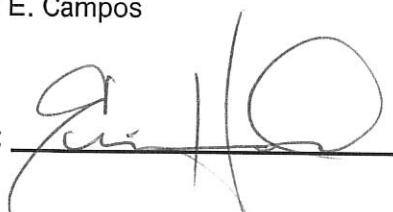
- 3.4 **Teachers First Report to the Board**
Michelle Kyles, Teachers First, reported to the Board that she will be working with Principal Owens with a monthly PLC, weekly 1:1 to assist with continuous improvement in bringing MMA to full compliance. MICIP is current. EEM is current. SVSU agreed the NWEA did not have to be given in Winter, just Fall & Spring for the 24-25 school year. Title 1 Plan complete. Dave Patterson and Jessica will be attending SVSU School Leader meeting on November 22.
4. **Old Business:**
 - 4.1 **Resolution - (Sweep Motion) ratifying all approved board action taken since July 1, 2024, through September 26, 2024**
Pastor Crawford motioned to ratify all previous Board actions that took place from July 1, 2024, through September 26, 2024, seconded by Mr. Burns. Board unanimously voted in favor.
 - 4.2 **My Epicenter Tasks Report**
Mr. Burns motioned to approve the meeting minutes of July 25, 2024, seconded by Pastor Crawford. Board unanimously voted in favor.
 - 4.3 **Review of Special Education Resource Contract**
No Action Taken
 - 4.4 **Review of District Calendar - Amendment**
Mr. Burns motioned to approve the amended District Calendar, seconded by Pastor Crawford. Board unanimously voted in favor.
 - 4.5 **Review of At-Risk Students**
Principal Owens provided a report. Board acknowledges. No action taken.
 - 4.6 **Approval of the Facility Lease Agreement**
Mr. Burns motioned to approve the facility lease agreement, seconded by Pastor Crawford. Board voted unanimously in favor.
5. **New Business:**
 - 5.1 **Approval of the ESP Agreement with Teachers First**
Mr. Burns motioned to adopt a resolution approving the ESP agreement with Teachers First pending review and approval from SVSU legal counsel.
 - 5.2 **Approval of the plan for financing Academy expenditures**
Struck from agenda
 - 5.3 **Approval of Teachers First / Midwest Management Reimbursements**
Pastor Crawford motioned to approve the reimbursements as presented minus the \$600, which was for the bus repair expenses, seconded by Mr. Burns. Board unanimously voted in favor.
 - 5.4 **Approval of Bus Purchase**
Mr. Burns motioned to approve the bus purchase, seconded by Pastor Crawford. Board unanimously voted in favor.
6. **Extended Public Comment (for non-agenda items)** None

7. **Adjournment** (6:41 PM)

Pastor Crawford motioned to adjourn the meeting, seconded by Mr. Burns. Board unanimously voted to adjourn.

Prepared by: E. Campos

Approved by: _____



Date: _____

12/18/24

Proposed minutes of this meeting will be available for public inspection from the Principal of Muskegon Maritime Academy, Ms. Jessica Owens at 571 East Apple Avenue, Muskegon, MI 49442 no later than eight (8) business days after the meeting. Approved minutes will be available at that office no later than five (5) business days after the meeting at which they were approved (Open Meetings Act, P.A. 267). Individuals with a disability or those needing special service to participate in this meeting should contact the School Principal at 231-724-7577 at least five days prior to the meeting.