

The special board meeting of the Virtual Learning Academy of St. Clair County Board of Trustees was held on December 14, 2023 at VLA. The meeting was called to order at 3:52 p.m.

**MEMBERS PRESENT:**

Mary Gilbert; Kathleen Kish; Fran McBride; Cynthia Raymo

**MEMBERS ABSENT:**

Dan DeGrow

**INTRODUCTION OF GUESTS:**

Josh Everitt, VLA Principal; Jason Stier, VLA Instructional Opportunity Coordinator; Jean Sturtridge, RESA Director of Legal Services, Brenda Tenniswood, RESA Superintendent; Liz Yanik, Recording Secretary & VLA Program Coordinator

**PUBLIC PARTICIPATION:**

None

**ADDITIONS/DELETIONS TO AGENDA:**

None

**ACTION ITEMS:**

**A. Approval of Minutes – October 30, 2023 (*Enclosure #1*)**

It was moved by Cynthia Raymo and supported by Fran McBride to approve the October 30, 2023 minutes as presented.

PUT TO A VOTE: All: Yes      **Motion: Carried**

**B. Approval of Minutes – November 9, 2023 (*Enclosure #2*)**

It was moved by Cynthia Raymo and supported by Mary Gilbert to approve the November 9, 2023 minutes as presented.

PUT TO A VOTE: All: Yes      **Motion: Carried**

**C. Approval of Bills – October and November (*Enclosure #3*)**

It was moved by Fran McBride and supported by Cynthia Raymo to approve the

October and November bills as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**C. Approval of Part-Time Special Education Resource Room Teacher (*Enclosure #4*)**

Josh Everitt presented the need to hire a part-time special education resource room teacher to take on an IEP caseload of 9 to 11 students. This is as a result of VLA's special education teacher consultant reaching her max caseload of IEP students. It was moved by Fran McBride and supported by Mary Gilbert to approve the part-time position as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**D. Approval of Authorization to Relocate to Blue Water Community Action**

Brenda Tenniswood presented the RESA's recommendation, in support of VLA administration, to proceed with VLA's relocation to Blue Water Community Action utilizing building C as the main instructional building of VLA which would allow for a more secure and unshared space and to potentially utilize a small space in building A if needed for orientation groups, testing and other supervised needs. She provided a sample rendering of the space in building C. Cynthia Raymo expressed concern in moving so quickly on this but recognized our limited space options and our June 30th deadline. She also expressed concern with unknown renovation costs. Brenda stated that this would be a one-time expense and an estimate could fall between \$400,000 \$700,000 While this would hit VLA's fund balance, she believes that VLA holding a 25-40% fund balance after these expenses would still be healthy and our main focus should remain on recurring expenditures, which are currently greater than our revenues. Additional costs were discussed.

It was moved by Fran McBride and supported by Mary Gilbert to approve the authorization to relocate to Blue Water Community Action as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**E. Approval of Authorization to Proceed with Barton Malow and French & Associates**

Brenda Tenniswood presented initial discussions and walkthroughs of Barton Malow and French & Associates and their willingness to bundle VLA renovations at Blue Water Community Action with other ongoing, current RESA projects. This would speed up the timeline of completion of these renovations in a climate where it is hard to secure a builder for smaller projects.

It was moved by Cynthia Raymo and supported by Mary Gilbert to approve the authorization to proceed with Barton Malow and French & Associates.

PUT TO A VOTE: All: Yes Motion: Carried

**ANNOUNCEMENTS/COMMENTS:**

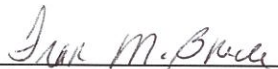
**Next scheduled board meeting is January 17, 2024 @ 3:45 p.m. at VLA.**

**ADJOURNMENT:**

It was moved by Cynthia Raymo and supported by Fran McBride to adjourn the December 14, 2023 special board meeting at 4:44 p.m.

PUT TO A VOTE: All: Yes      **Motion: Carried**

  
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Liz Yanik, Recording Secretary

APPROVED:   
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Fran McBride, Secretary/Treasurer