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The regular meeting of the Virtual Learning Academy of St. Clair County Board of Trustees was held on January 17, 2024 at VLA. The meeting was called to order at 3:49 p.m.

**MEMBERS PRESENT:**

Kathleen Kish; Fran McBride; Cynthia Raymo

**MEMBERS ABSENT:**

Dan DeGrow; Mary Gilbert

**INTRODUCTION OF GUESTS:**

None

**PUBLIC PARTICIPATION:**

None

**ADDITIONS/DELETIONS TO AGENDA:**

None

**ACTION ITEMS:**

**A. Approval of Minutes** (*Enclosure #1*)

It was moved by Cynthia Raymo and supported by Fran McBride to approve the minutes of the December 14, 2023 meeting as presented.

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

**B. Approval of Bills** (*Enclosure #2*)

It was moved by Fran McBride and supported by Cynthia Raymo to approve the December 2023 bills (check numbers 3842 – 3856) for a total of \$130,469.01 as presented.

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

**C. Approval of 2023-2024 Amended Budget** (*Enclosure #3*)

Linda Sikora presented VLA's 2023-2024 Amended Budget. Revenues increased \$200,952 from the 2023-2024 proposed budget. Expenditures increased \$383,700 from the 2023-

2024 proposed budget. \$350,000 of this is projected architecture and construction renovation costs for the new building.

It was moved by Cynthia Raymo and supported by Fran McBride to approve the VLA Audit Report as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**D. Approval of 2024-2025 Calendar & Fringe Benefits (Enclosure #4)**

It was moved by Fran McBride and supported by Cynthia Raymo to approve the 2024-2025 Calendar & Fringe Benefits as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**INFORMATIONAL ITEMS:**

**A. December 2023 Financial Report (Enclosure #5)**

Linda Sikora shared the financial report for December 2023.

**B. Special Education Resource Room Teacher Position Update**

Josh Everitt provided an update on the recently posted special education resource room teacher position. The position has yet to be filled. The one candidate we had interested ended up taking another full-time position. It was suggested that we increase the hourly wage to attract additional candidates.

**DISCUSSION ITEMS:**

**A. Building Relocation Update**

Brenda Tenniswood shared that two additional visits to the Blue Water Community Action building have taken place. Dialogue with French and Associates and Barton Malow is continuing. The walkthroughs included lasering to get more accurate square footage of the available space. Additional logistical processes were discussed, such as boxes, movers, storage, IT involvement, etc. Cindy Raymo asked if any grant funds may be available to help offset moving and renovation costs. Program flexibility during the summer months was discussed as the relocation may have to take place in phases. Jean Sturtridge will be working with Karen Lake on the lease agreement for the new building space. Brenda highlighted two meetings scheduled with the VLA administration team to discuss relocation logistics and the communication plan.

**ANNOUNCEMENTS/COMMENTS:**


**An additional board meeting was scheduled for February 21, 2024 @ 4:00 p.m. at VLA.**  
It was agreed upon that we will likely need monthly meetings going forward as we continue the process of this relocation.

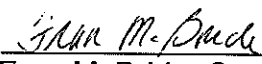
The next regular board meeting is scheduled for March 20, 2024 @ 4:00 p.m. at VLA.

**ADJOURNMENT:**

It was moved by Fran McBride and supported by Cynthia Raymo to adjourn the January 17, 2024 meeting at 4:20 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