

The regular meeting of the Virtual Learning Academy of St. Clair County Board of Trustees was held on May 30, 2024 at VLA. The meeting was called to order at 4:00 p.m.

**MEMBERS PRESENT:**

Tracie Eschenburg; Kathleen Kish; Cynthia Raymo

**MEMBERS ABSENT:**

Mary Gilbert; Fran McBride

**INTRODUCTION OF GUESTS:**

Josh Everitt, VLA Principal; Jason Stier, VLA Curriculum Opportunity Coordinator; Jean Sturtridge, RESA Director of Legal Services; Brenda Tenniswood, RESA Superintendent; Keli Wilson; VLA Business Manager; Liz Yanik, VLA Program Coordinator/Recording Secretary

**PUBLIC PARTICIPATION:**

None

**ADDITIONS/DELETIONS TO AGENDA:**

Action Item I: Approval of Blue Water Community Action Lease  
Action Item J: Approval of French Associates Engagement Letter

**ACTION ITEMS:**

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

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the minutes of the May 15, 2024 meeting as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**B. Approval of 2024-2025 Food Service Agreement (Enclosure #2)**

Josh Everitt highlighted that there was a 3% handling fee increase and a \$100 delivery fee increase. There were no other changes and no further discussion.

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the UHY Engagement Letter as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**C. Approval of Lease Agreement w/ SCCRESA for use of Space at TEC (Enclosure #3)**

Brenda Tenniswood highlighted that VLA would have access to a classroom, as well as certain common spaces, at St. Clair County TEC a minimum of two days a week beginning June 1, 2024 and running through June 30, 2025 with the exception of two weeks in September.

It was moved by Tracie Eschenburg and supported by Cynthia Raymo to approve the Lease Agreement with SCCRESA for use of space at TEC as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**D. Approval of 2024-2027 Public School Academy Contract (Enclosure #4)**

Brenda Tenniswood and Jean Strutridge highlighted the new 3-year authorization contract. They discussed the heightened scrutiny by MDE for RESA as the Authorizer to ensure VLA is performing and making progress toward charter goals.

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the 2024-2027 Public School Academy Contract as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**E. Approval of Proposed Salary Increases (Enclosure #5)**

Josh Everitt presented the proposal for a 3% increase for staff which was included in the board approved Proposal B projection from the May 15, 2024 board meeting.

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the 3% salary increase as presented.

PUT TO A VOTE: All: Yes Motion: Carried

**F. Approval of Proposed Staff Retention Bonuses (Enclosure #6)**

Josh Everitt presented the proposal for a third and final year of the \$1,000 retention bonuses for staff using remaining ARP ESSER III grant funds, pending MDE's approval of the amended grant application.

It was moved by Tracie Eschenburg and supported by Cynthia Raymo to approve the \$1,000 staff retention bonuses as presented, pending MDE's approval of the amended grant application.

PUT TO A VOTE: All: Yes Motion: Carried

**G. Approval of 2024-2025 Additional Duty Contracts (Enclosure #7)**

Josh Everitt presented the additional duty contracts for the 2024-2025 school year including communication, data collection, marketing, community outreach and state testing. There were no changes to highlight.

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the 2024-2025 Additional Duty Contracts as presented.

PUT TO A VOTE: All: Yes Motion: Carried

Discussion followed to look at using some remaining ESSER grant funds to cover a couple of these contracts that targeted student and family engagement.

#### **H. Approval of Edgenuity & Edmentum Curriculum & 2024-2025 Contracts (Enclosure #8)**

Josh Everitt shared that VLA was looking to continue using Imagine Learning Edgenuity as the primary curriculum provider and supplementing that using 30 licenses for Edmentum curriculum – another curriculum VLA is exploring. Josh shared the one-year Imagine Learning Edgenuity contract totaling \$42,000 and the one-year, 30 licenses, Edmentum contract totaling \$2,079.

It was moved by Tracie Eschenburg and supported by Cynthia Raymo to approve the Edgenuity & Edmentum Curriculum and 2024-2025 Contracts as presented.

PUT TO A VOTE: All: Yes Motion: Carried

Discussion followed around using some remaining ESSER grant funds to cover the purchase of some additional Edmentum licenses to address learning loss. Tracie Eschenburg motioned that we purchase more Edmentum licenses not to exceed 60 additional licenses if able to obtain MDE's approval on an amendment to the ARP ESSER III application. Cynthia Raymo supported.

PUT TO A VOTE: All: Yes Motion: Carried

#### **I. Approval of Lease Agreement with Blue Water Community Action**

Jean Sturtridge highlighted the details of the 121-month lease agreement with Blue Water Community Action – 3403 Lapeer Avenue, Building "C", Port Huron Township, MI. 48060.

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to approve the Lease Agreement with Blue Water Community Action as presented.

PUT TO A VOTE: All: Yes Motion: Carried

#### **J. Approval of French Associates Engagement Letter**

Brenda Tenniswood highlighted the project scope, proposal costs and expected schedule in the engagement letter from French Associates.

It was moved by Tracie Eschenburg and supported by Cynthia Raymo to approve the French Associates Engagement Letter as presented.

PUT TO A VOTE: All: Yes Motion: Carried

#### **INFORMATIONAL ITEMS:**

**A. Imagine Learning – Edgenuity Curriculum Alignment (Enclosure #9)**

Josh Everitt shared the annual curriculum alignment assurance document from Imagine Learning – Edgenuity.

**B. VLA Relocation Update (Enclosure #10)**

Brenda Tenniswood shared the most recent rendering of the French Associates floor plan of the Blue Water Community Action space. She highlighted several minor cost effective changes totaling around \$100,000 in savings.

**DISCUSSION ITEMS:**

There were none.

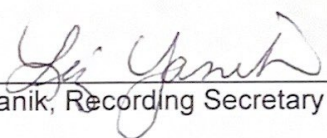
**ANNOUNCEMENTS/COMMENTS:**

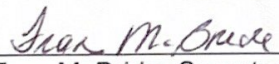
A. The next regular board meeting is scheduled for June 19, 2024 @ 4:00 p.m. at VLA.

**ADJOURNMENT:**

It was moved by Cynthia Raymo and supported by Tracie Eschenburg to adjourn the May 30, 2024 meeting at 5:15 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