

**RESOLUTION REGARDING ORGANIZATIONAL MATTERS  
MICHIGAN ONLINE SCHOOL**

A special meeting of the Board of Directors was held on the 13th day of June.

The meeting was called to order at 6:51 PM by Ellen McGhey, Board President.

Present: Ellen McGhey, Jennifer Lengyel, Kara Mounce, & Shawn Smith

Absent:

The following preamble and resolution were offered by Jennifer Lengyel and supported by Kara Mounce:

- 1) It is necessary for the Academy to conduct its organizational meeting and to set forth by resolution certain matters, enumerated below, for its operation for the 2022-2023 fiscal year.
- 2) The Academy, having met in public and discussed the matters set forth hereby resolves as follows.

**NOW THEREFORE BE IT RESOLVED:**

***Vacancy of Offices***

The Academy Board of Directors hereby declares all Offices of the Board of Directors Vacant pending election of Officers for the 2022-2023 fiscal year, below.

***Election of Officers***

All offices having previously declared vacant, the following are elected to serve as Officers of the Academy Board of Directors for the ensuing fiscal year and until their successors are duly elected and qualified:

| <b><u>Name</u></b> | <b><u>Office</u></b> |
|--------------------|----------------------|
| Ellen McGhey       | President            |
| Jennifer Lengyel   | Vice President       |
| Kara Mounce        | Secretary            |
| Shawn Smith        | Treasurer            |

***Designation of Board Committees***

**Committees:**

Academy Excellence - Kara Mounce

Governance and Risk management – Ellen McGhey & Kara Mounce

Audit – Jennifer Lengyel & Shawn Smith

***Designation of CAO***

Shawn Smith is hereby designated as the Academy's Chief Administrative Officer and is assisted by Adam Holcomb.

### ***Depository or Depositories for State School Aid Funds***

The Academy directs the Fiscal Agent to transfer State School Aid Payments and all Other Funds received on behalf of the Academy into the following designated account (the "Designated Account") and authorizes the transmittal of this information to the Fiscal Agent:

Name of Banking Institution: **Huntington Bank**

Bank Routing Number: **XXXXXXXXXX**

Account Number: **XXXXXXXXXXXX**

Special Instructions:

### ***Designation of Account Signatory***

The Academy shall designate the following officer or officers and/or agent as signatory authority on checks, drafts or other orders for payment of money, notes or other evidences of indebtedness or official contracts (including all business related to the Designated Account names above) undertaken in the name of the Academy:

Signatories: Shawn Smith & Ellen McGahey

### ***Newspaper of Record***

MIlive is hereby designated as the official newspaper of record for the Academy.

### ***Principal Office & Public Notice Posting Location***

The Academy's principal offices located at 209 S. State Street, Cobles, Michigan 49055 is designated as the primary location for the posting of public notices in compliance with provisions of the Michigan Open Meetings Act and that the Superintendent or designee is responsible for and charged with the posting of notices of all regular and special meetings of the Academy Board of Directors and alerting all necessary parties to the calling thereof.

### ***School Calendar***

The Academy designates the calendar attached as the School Calendar.

### ***Schedule of Regular Meetings***

The Academy hereby designates the 3<sup>rd</sup> Monday of even calendar months (August, October, December, February, April, & June) commencing at 6:30 PM as the date and time for the conduct of its regular meetings. Meetings will be held virtually as allowed under the Open Meetings Act and the Emergency Declaration by the Van Buren County Board of Commissioners.

***Freedom of Information Act Coordinator***

The Superintendent is hereby designated as the Academy's Freedom of Information Act Coordinator to assure compliance with the Michigan Freedom of Information Act. The Academy may charge all statutorily authorized fees and costs for responding to requests under the Freedom of Information Act.

***Designation of Office of Civil Rights Representative***

The Superintendent is hereby designated as the Academy's Civil Rights Officer and its representative to the Office of Civil Rights, including Title VI and Sec. 504.

***Title I Representative***

The Superintendent is hereby Designated as the Academy's Title I Representative.

***Title IX Representative***

The Superintendent is hereby designated as the Academy's Title IX Representative.

***AHERA Contact***

The Superintendent is hereby designated as the Academy's AHERA contact.

***Homeless Children and Youth Liaison***

The Superintendent is hereby designated as the Academy's local liaison for homeless children and youth.

***School Safety Liaison Contact***

The Superintendent is hereby designated as the Academy's local liaison for school safety.

***Designation of Legal Counsel***

The Academy Board ratifies the decision to retain and appoints Rob Gavin to represent the Academy in all matters.

***Designation of Independent Audit Firm***

Academy Board shall designate Yeo & Yeo as the Academy's independent financial auditor.

Ayes: All  
Nays: none

Resolution declared adopted at 8:49 PM.

President, Board of Directors

The undersigned duly qualified and acting Secretary of the Board of Directors of Michigan Online School, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a special meeting held on June 13, 2022, the original of which is part of the Board's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

  
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President, Board of Directors