

White Pine Academy  
510 Russell St.  
Leslie, MI. 49251  
517-589-8961  
Organizational Meeting of White Pine Academy  
July 19, 2022 5:30pm

AGENDA

(NOTE: Official Oath of Office can be conducted/signed prior to the board meeting. The "Administer Oath of Office" on the agenda would then be ceremonial in nature, if desired, but would not be necessary for the meeting. Signed Oath/Acceptance of Office forms must be sent to SVSU to complete the appointment.)

1. Call to order
2. Roll call
3. Nominate temporary chairperson
4. Administrative Oath of Office (ceremonial)
5. Election of officers
6. Resolution indicating the Board will comply with all laws, rules, and regulations
7. Resolution setting date, time, and place of Regular Board Meetings and location of official posting for meeting notices
8. Resolutions designating depositories for various funds and authorized signature(s) for various funds and accounts
9. Resolution to bond Board Treasurer and others as designated by the Board
10. Resolution appointing Chief Administrative Officer (CAO) by name (must be a board member—duties can be assigned)
11. Resolution appointing legal counsel
12. Resolution appointing auditors
13. Resolution appointing designated (AHERA) contact
14. Resolution to adopt the school calendar for the ensuing year
15. Resolution designating Freedom of Information Act (FOIA) contact; Sexual Harassment contact; Title VI, Title IX and Section 504 contact
16. Resolution designating SVSU Compliance Person
17. Adjournment

White Pine Academy  
510 Russell St  
Leslie, MI. 49251  
Reorganization Meeting Minutes  
July 19, 2022

**Call to Order:** Meeting called to order by Ashley Berry at 5:45pm

**Roll Call:** Present - Ashley Berry, Carrissa Herrick, Jeremy Hatherly and Kim Knabenshue

**Nominate temporary Chairperson:** Motion to nominate Jeremy Hatherly made by Ashley Berry; seconded by Carrissa Herrick 4 yes 0 no

**Administrative oath of Office:** Motion to accept Kim Knabenshue made by Jeremy Hatherly; seconded by Carrissa Herrick 4 yes 0 no

**Election of Officers:** President - Jeremy Hatherly, motioned by Ashley Berry; seconded by Carrissa Herrick. Vice President - Ashley Berry, motioned by Carrissa Herrick; seconded by Jeremy Hatherly. Treasurer - Kim Knabenshue, motioned by Jeremy Hatherly; seconded by Ashley Berry. Secretary - Carrissa Herrick, motioned by Ashley Berry; seconded by Jeremy Hatherly. 4 yes 0 no

**Resolution indicating the board will comply with all laws, rules, and regulations:** Motioned by Ashley Berry; seconded by Carrissa Herrick. 4 yes 0 no

**Resolution setting date, time and place at regular meetings and location of official notices:** Meetings will be held the 3rd Tuesday of every month at 5:30 pm, in the board room at White Pine Academy. Board meeting postings will be located on the front door of the school entrance.

Motioned by Carrissa Herrick; seconded by Kim Knabenshue 4 yes 0 no

**Resolution designating depositories for various funds and authorized signatures for various accounts:** Designated signatories are Marrienne Dege, Michaeline Meredith, Jeremy Hatherly and Kim Knabenshue. Motioned by Ashley Berry; seconded by Carrissa Herrick 4 yes 0 no

**Resolution to bond Board Treasurer and others as designated by the board:** Motioned by Carrissa Herrick; seconded by Ashley Berry 4 yes 0 no

**Resolution appointing Chief Administrative Officer:** Jeremy Hatherly - Motioned by Ashley Berry; seconded by Carrissa Herrick. 4 yes 0 no

**Resolution appointing Legal Council:** Foster Swift - Motioned by Carrissa Herrick; seconded by Ashley Berry. 4 yes 0 no

**Resolution appointing Auditors:** Crosky Lanni - Motioned by Ashley Berry; seconded by Carrissa Herrick. 4 yes 0 no

**Resolution appointing designated AHERA contact:** Michaeline Meredith - Motioned by Carrissa Herrick; seconded by Kim Knabenshue. 4 yes 0 no

**Resolution to adopt the school calendar for the 2022-2023 school year:** Motioned by Carrissa Herrick; seconded by Kim Knabenshue. 4 yes 0 no

**Resolution designating FOIA contact, sexual harassment; title VI, Title IX and section 504 contact:** Marianne Dege - Motioned by Ashley Berry; seconded by Carrissa Herrick.  
4 yes 0 no

**Resolution designating SVSU Compliance Person:** Marianne Dege - Motioned by Carrissa Herrick; seconded by Kim Knabenshue. 4 yes 0 no

**Adjournment:** Motion to adjourn at 6:01 made by Ashley Berry; seconded by Kim Knabenshue  
4 yes 0 no

Submitted by:

A handwritten signature in black ink, appearing to read "Carrissa Herrick". The signature is written in a cursive style with a large initial 'C' and a long, sweeping tail.

White Pine Academy  
Board Meeting  
July 19, 2022  
Immediately following Organizational Meeting

Call to Order:

Roll Call:

Approve June Meeting Minutes:

Visitor Comments:

Financial Report:

Approve June Financials:

Administrative Report:

Old Business:

New Business:

Approve Minutes from reorganizational meeting.

Adjourn:

White Pine Academy  
510 Russell St  
Leslie, MI. 49251  
Board of Directors Meeting Minutes  
July 19, 2022  
6:02 pm

**Call to Order:** Meeting called to order by Jeremy Hatherly at 6:02pm

**Roll Call:** Present - Jeremy Hatherly, Carrissa Herrick, Kim Knabenshue and Ashley Berry

**Approve June Meeting Minutes:** Motioned by Ashley Berry; seconded by Kim Knabenshue  
4 yes 0 no

**Visitors Comments:** no visitors

**Financial Report:** Cash on hand as of June 30th, was 160,500, representing 68 days of cash on hand. Fund balance was 137,379 or 16% of annual expenditures. Expenditures are at 77% with July's payroll still needing to be accrued.

**Approve June Financials:** Motioned by Carrissa Herrick; seconded by Ashley Berry 4 yes 0 no

**Administrative Report:** Academy is continuing to run ads to help continued enrollment. Reviewed staff assignments for the new year.

**Old Business:** none

**New Business:**

**Approve reorganization meeting minutes:** Motioned by Ashley Berry; seconded by Kim Knabenshue 4 yes 0 no

**Approve Handbook Uniform Changes:** motioned by Kim Knabenshue; seconded by Ashley Berry. 3 yes (Jeremy Hatherly, Ashley Berry, Kim Knabenshue) 1 no (Carrissa Herrick)

**Approve Handbook Disapline Rubric:** Motioned by Carrissa Herrick; seconded by Kim Knabenshue 4 yes 0 no

**Approve Handbook Changes to Computer Usage Policy:** Motioned by Carrissa Herrick; seconded by Jeremy Hatherly 4 yes 0 no

**Approve Changes to lunch program:** Motioned by Jeremy Hatherly; seconded by Carriassa Herrick

**Adjourn:** Motion to adjourn at 6:42pm made by Ashley Berry; seconded by Kim Knabenshue  
4 yes 0 no

Submitted by:

