



Board of Directors Annual Organizational Meeting

Saturday July 23, 2022

8:30 am

AGENDA

- I. Call to Order
- II. Roll Call
- III. Hearing of the Public (limited to agenda items)
- IV. Oath of Office – Mrs. Coles & Dr. Ekpenyong
- V. Nominate temporary chairperson
- VI. Business Items
 - a. Approval of Agenda
 - b. Nomination and election of Officers
 - President
 - Vice President
 - Secretary Treasurer
 - Parliamentarian
 - c. Consent agenda: Approve items d through t.
 - d. Resolution indicating Board will comply with all applicable laws and regulations
 - e. Resolution designating public places to post calendar and individual meeting notices of regularly-scheduled and special board meeting notices. ***The postings will be on the front door of the academy, and/or the academy website.***
 - f. Resolution setting date, time and place of regular board meetings and annual budget hearing: ***The Regular Board Meeting will be the fourth Saturday of each month.***
 - g. Adoption of Resolution Designating Depositories for Academy Funds and authorized signatures for funds and accounts. ***Funds will be deposited into First Independence Bank account which will be used for academy business and State Aid Notes.***

- h. Adoption of Resolution Designating Principal Print Media Source – ***Detroit Legal News***
 - i. Adoption of Resolution Designating Board Members and Personnel Eligible to Sign Academy Checks: ***Mr. Glover and Mrs. Coles***
 - j. Adoption of Resolution Designating Personnel Authorized to Negotiate and Implement Contracts with Service Providers [(Vendors)/Contracting Officers]: ***Dr. Kirkland, Mr. Moore, and Mr. Pitchford***
 - k. Adoption of 2022-2023 School Year Calendar: ***See attached***
 - l. Appointment of Title IX, Title VI and Section 504 contact, Freedom of Information coordinator, and Civil Rights representative: ***Dr. Reginald Kirkland***
 - m. Appointment of Sexual Harassment contact: ***Dr. Reginald Kirkland***
 - n. Appointment of AHERA contact: ***Dr. Reginald Kirkland***
 - o. Appointment of Homeless Children and Youth Liaison: ***Dr. Reginald Kirkland***
 - p. Appointment of Legal Counsel: ***Allen Law Group/Mr. George Pitchford, Esq.***
 - q. Appointment of External Auditor: ***Larry Wilkerson, Wilkerson and Associates***
 - r. Appointment of Chief Administrative Officer: ***C.L. Moore & Associates/Mr. Charles Moore***
 - s. Appointment of Automatic Clearing House/Electronic Transfer Officer (ACH/ETO): ***C.L. Moore & Associates/Mr. Charles Moore***
 - t. Approval of District 2022-23 Calendar
- VII. Hearing of the Public (related to non-agenda items) – [limited to two minutes per person].
 - VIII. Motion to Adjourn to Regular Meeting

Individuals wishing to address the Board of Directors are asked to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than three (2) minutes each and a total time allowance not to exceed thirty (15) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Complaints or concerns regarding Board members or school employees shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Proposed minutes of this meeting will be available for public inspection at the Sigma Academy for Leadership & Early Middle College, located in Highland Park, MI eight (8) business days after the meeting.

Approved minutes are generally available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)