Great Lakes Academy
Board of Directors
Regular, Budget Hearing & Organizational Meeting
~~Proposed~~ Minutes
Approved

Date: June 16, 2025
Time: 10:30 a.m.
Place: 46312 Woodward Ave.
Pontiac, MI 48342

Great Lakes Academy's mission is to teach students the academic and character skills necessary to be lifelong learners in a competitive world.

I. Meeting called to Order at 10:30 a.m. by Melissa Trbovic.

II. Roll Call

	Present	Absent
Melissa Trbovic, President	X	
Kellie Stevens, Vice President		X
Steven Carlson, Director	X	
Elaine Miller, Secretary	X	
Trina Harrold, Treasurer	X	

Others:

Alexandrea Calme, Stephanie Evangelista, Sandi Taylor, Makaila Potlow
Virtual: Sara Fields, Harvey Wilson, Diasia Turner

III. Approval of Agenda

Motion by Steve Carlson, seconded by Elaine Miller to approve the agenda. Motion passed unanimously.

IV. Public Comment (Agenda Items Only)
- None

V. Approval of Minutes
   a. Approval of May 22, 2025 Regular Meeting Minutes
   b. Approval of May 16, 2025 Facilities Committee Minutes
   c. Approval of June 9, 2025 Finance Committee Minutes

Motion by Steve Carlson, seconded by Elaine Miller to approve the May 22, 2025 Regular Meeting Minutes, May 16, 2025 Facilities Committee Minutes and June 9, 2025 Finance Committee Minutes. Motion passed unanimously.

VI. CS Partners

a. Director of School Leadership
   1. CS Partners Report
      - Sara Fields presented
   2. Benefits Reports 2025-26
      - Sara Fields reviewed
   3. Spring NWEA Report
      - Sara Fields reviewed
   4. Correlate Surveys
      - Alexandrea Calme reviewed

b. School Leader Report
   - Alexandrea Calme presented
   - Enrollment 169
   - Charter Contract goal update
   - The last week of school is full of activities to encourage attendance to finish out the school year
   - Staff reports back August 18th
   - S2 Update – Started setting goals for next school year
      1. Marketing Presentation
         - Makaila Potlow presented
      2. State Data
         - Reviewed

VII. Budget Hearing

a. Suspension of Rules for Public Hearing

Motion by Steve Carlson, seconded by Elaine miller to suspend the rules for a public hearing. **Roll Call Vote.** Motion passed.

b. Presentation of 2025-26 Proposed Budget
   - Sandi Taylor presented
   1. Public Comment on Proposed Budget
      - None
   2. Motion to end Public Hearing and Resume Meeting of the Board of Directors

Motion by Melissa Trbovic, seconded by Elaine Miller to end Public Hearing and Resume Meeting. **Roll Call Vote.** Motion passed.

VIII. Financial Report

a. Presentation of May Financial Statements

Motion by Steve Carlson, seconded by Elaine Miller to receive the May Financial Statements. Motion passed unanimously.

b. 2024-2025 Grants Annual Report

- Sara Field reviewed

c. Approval of 2024-25 Final Budgets

Motion by Trina Harrold, seconded by Elaine Miller to approve the 2024-2025 Final Budgets. **Roll Call Vote.** Motion passed.

d. Approval of 2025-26 Original Budgets

Motion by Trina Harrold, seconded by Elaine Miller to approve the 2025-2026 Original Budgets. **Roll Call Vote.** Motion passed.

IX. Old Business
- None

X. New Business

a. Approval of 2025-2026 School Calendar

Motion by Elaine Miller, seconded by Trina Harrold to approve the 2025-2026 School Calendar. Motion passed unanimously.

b. Approval of Professional Development Advisory Committee
- Alexandrea Calme, Principal
- David Loos, Dean of Students
- Catherine Lomnicki, Reading Interventionist/Testing Coordinator
- Courtney Peterson, Math Interventionist
- Subrenia Walker, Enrollment, Attendance & Parent Coordinator
- Bailey Hull, Parent

Motion by Steve Carlson, seconded by Elaine Miller to approve the Professional Development Advisory Committee. Motion passed unanimously.

c. Approval of Curriculum Quotes

Motion by Steve Carlson, seconded by Elaine Miller to approve the Success for All proposal for $28,100. Motion passed unanimously.

Motion by Steve Carlson, seconded by Elaine Miller to approve the I Ready proposal for $18,920. Motion passed unanimously.

Motion by Trina Harrold, seconded by Elaine Miller to approve the HMH proposal for $16,849.50. Motion passed unanimously.

XI. Annual Organizational Items

a. Election of Officers

1. President: Melissa Trbovic
2. Vice President: Kellie Stevens
3. Treasurer: ~~Elaine Miller~~ Trina Harrold
4. Secretary: ~~Trina Harrold~~ Elaine Miller

- Steve Carlson proposes that Trina Harrold be the Board Treasurer.

Motion by Melissa Trbovic, seconded by Elaine Miller to approved the election of officers as presented. **Roll Call Vote.** Motion passed.

b. Appointment of Legal Counsel –**Kirk, Huth, Lange & Badalmenti, PLC (Joe Urban)**
c. Designation of Person for Posting and Places for Posting - **Academy Front Entrance & Principal**
d. Civil Rights/Compliance Officer – **Subreina Walker & David Loos**
e. Freedom of Information Act Coordinator - **Alexandrea Calme**
f. Appointment of Homeless and Youth Liaison - **Subrenia Walker**
g. Appointment of Title IX Coordinator - **Alexandrea Calme**
h. Appointment of Chief Administrative Officer - **Principal**
i. Designation of Depository and Signatories - **Fifth Third Bank & All Board Members**
j. Designation of Facsimile Signatories Authorization - **All Board Members**
k. Designation of Local Newspaper - **Oakland Press**
l. Appointment of Title VI/Civil Rights Coordinator - **Principal**
m. Appointment of Section 504 Coordinator - **Principal**
n. Appointment of Auditor - **CBIZ**
o. Designation of Registered Agent- **Board President**
p. Appointment of AHERA Contact (Asbestos Designee) - **Todd Dryer**
q. Authorization of Treasurer to Invest Funds - **Treasurer**
r. Appointment of Recording Secretary - **CS Partners**
s. Approval of ERATE Designee - **Principal**
t. Approval of School Safety Liaison - **Principal**
u. Approval of OK2SAY Contact - **Principal**
v. Appointment of Automatic Clearing House (ACH) Resolution - **Board Treasurer and Board Vice-President**

Motion by Trina Harrold, seconded by Elaine Miller to approve annual organization items b-v. **Roll Call Vote.** Motion passed.

XII. Discussion Items

a. Head Start Contract

- Discussed

Motion by Melissa Trbovic, seconded by Trina Harrold to not renew the rental agreement with OSHA. Motion passed unanimously.

XIII. Extended Public Comment
- None

XIV. Authorizer's Report – Eastern Michigan University
- Harvey Wilson gave the authorizer report
- Math facts challenge went well – Thanks GLA for attending
- EMU is working on a student athlete program.

XV. Board Comments
- Steve Carlson appreciates the board, Mrs. Calme, CSP and the authorizer and feels the school is truly turning around.
- Elaine Miller gave praises to Mrs. Calme on doing a great job at the school
- Trina Harrold enjoys being on the board journey so gar and appreciates the confidence the board has in her with being the board treasurer.
- Melissa Trbovic loves that Mrs. Calme is analyzing and applying date and she is looking forward to the next school year.

XVI. **Confirmation of Next Meeting: Thursday, August 28, 2025**

XVII. Adjournment

Motion by Trina Harrold, seconded by Elaine Miller to adjourn the meeting at 12:25 p.m. Motion passed unanimously.

Proposed minutes respectfully submitted,

Stephanie Evangelista

Board Designee

6.16.25

Date

Approved by the Board of Directors at its 8-28-25 meeting.

Board Secretary

8/28/25

Date

Minutes available at: Great Lakes Academy, 46312 Woodward Ave. Pontiac, MI 48342. This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.