



MOMENTUM ACADEMY  
BOARD OF DIRECTORS  
60 S. Lynn Ave.  
Waterford, MI. 48328

Momentum academy will propel 21st century students toward success in life through a focus on student achievement for college and workforce readiness.

**Annual Organizational Meeting – May 28, 2025**  
**9:30 am**

**Call to Order** 9:33am

**Pledge of Alleigiance**

**Roll Call** Carrie Rohrbach - **Present**  
Rob Terwilliger - **Present**  
Jeremy Wolfrom - **Present**  
Donna Collins - **Absent**

**Approval of Agenda** The Board will either approve the agenda as presented or amend the agenda with the Approval of the Board.  
**Motion: Terwilliger** 2<sup>nd</sup>: **Wolfrom**  
**Yes: 3** **No: 0**

**Call to the Public** The meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not considered a public community meeting. Those that may wish to address the Board on agenda items only may do so at this time by being recognized by the chair. There will be a second Call to the Public near the end of the agenda where interested parties may address the Board on any items of their choice. Those that request to address the Board have a maximum of three minutes in which to speak.

**Select Temporary Chairperson** A Temporary Chairperson shall be selected to preside over the meeting until the election of the President of the Board.  
**Member Wolfrom was selected as temporary chairperson**

## Election of Officers

The Temporary Chairperson shall call for nominations for the position of President. Motion to nominate Member **Terwilliger** as **President** of the Momentum Academy Board of Directors.

**Motion: Wolfrom**

**2<sup>nd</sup>: Terwilliger**

**Yes: 3**

**No: 0**

The elected President will assume the chairmanship and continue with the election of Vice-President, Secretary, and Treasurer for the 2025– 26 school year.

Motion to nominate Member **Wolfrom**

as **Vice-President** of the Momentum Academy Board of Directors.

**Motion: Terwilliger**

**2<sup>nd</sup>: Rohrbach**

**Yes: 3**

**No: 0**

Motion to nominate Member **Rohrbach**

as **Secretary** of the Momentum Academy Board of Directors.

**Motion: Terwilliger**

**2<sup>nd</sup>: Wolfrom**

**Yes: 3**

**No: 0**

Motion to nominate Member **Collins**

as **Treasurer** of the Momentum Academy Board of Directors.

**Motion: Terwilliger**

**2<sup>nd</sup>: Rohrbach**

**Yes: 3**

**No: 0**

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## Resolution Designating Depositories for Various Funds and Authorized Signatures

Motion designating PNC Bank  
as the depository of school funds and that  
all members will be signatures on the account.

**Motion: Terwilliger**

**2<sup>nd</sup>: Wolfrom**

**Yes: 3**

**No: 0**

## Resolution Designating Electronic Transfer Officer (ETO)

Motion to designate John Weier as the  
Academy's Electronic Transfer Officer

**Motion: Terwilliger**

**2<sup>nd</sup>: Wolfrom**

**Yes: 3**

**No: 0**

## Resolution Designating FOIA

Motion to name school Principal, Principal Office of Civil Rights, Title VI,  
Title IX and as the Freedom of Information Act, Sexual Harassment,  
Title VI and Title IX.

**Motion: Terwilliger**

**2<sup>nd</sup>: Wolfrom**

**Yes: 3**

**No: 0**

## Resolution Designating Section 504 Contact Person

Motion to name the Special Education Coordinator as Section 504  
contact person.

**Motion: Terwilliger**

**2<sup>nd</sup>: Wolfrom**

**Yes: 3**

**No: 0**

## Resolution Setting Date, Time and Place of Regular Board Meetings And Location of Official Posting Location

Motion that the regular Board Meeting will be the  
**3rd Tuesday of every month at 9:30 am** unless  
indicated. All Board minutes are available for  
public inspection in the Academy's administrative

office. The Board will comply with the Americans' with Disabilities Act in making Board meetings accessible to those needing special accommodations. The Principal, will be responsible to post the meeting notices in public view. The official postings location will be the Academy's main entrance doors.

June 17, 2025  
August 19, 2025  
September 16, 2025  
October 21, 2025  
November 18, 2025  
January 20, 2026  
February 17, 2026  
March 17, 2026  
April 21, 2026  
May 19, 2026 (Annual Organizational Meeting)

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution Designating  
Legal Counsel**

Motion to appoint George Butler of Dickinson-  
Wright as the Board's Legal counsel.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution Designating**

Motion that the Board appoint CBIZ as the auditing firm.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution to Bond  
Board Treasurer**

Motion to bond Board Treasurer

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution to Appoint the  
Academy's Chief  
Administrative Officer**

Motion to designate Board President as  
Academy's Chief Administrative Officer

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution Designating  
AHERA contact**

Motion to designate Paul Romine as the  
Academy's AHERA contact

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution to Adopt  
School Calendar**

Motion to adopt school calendar for  
2025-2026 school year as presented

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Resolution Indicating the  
Board will Comply with all  
Rules, Laws and Regulations**

Motion that Momentum Academy  
authorized pursuant to the charter application  
submitted to Lake Superior State University will  
comply with the provisions of Part 6a of the  
Michigan Code and subject to the provisions

of Part 6a will comply with all other state laws, rules and regulations applicable to public bodies and with federal laws, rules and regulations applicable to public bodies or school districts

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Board Correspondence  
Agent Resolution**

Motion that Momentum Academy Principal, is hereby designated as the Academy's board correspondence to assure dissemination of notices to the person or persons responsible. All communications should be directed to the school address.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Local Newspaper**

**Motion that the** Oakland Press **is hereby** designated as the Academy's local newspaper for the purpose of posting legal notices.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

**Homeless Children  
And Youth Liaison**

Motion that Momentum Academy Principal, is hereby designated as the Academy's local liaison for the Homeless children and youth as authorized under Title VII-B.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Wolfrom**  
**Yes: 3**    **No: 0**

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**Consent Items**

Motion to approve the April 2025 Board Meeting Minutes.

**Motion: Terwilliger**                      **2<sup>nd</sup>: Rohrbach**  
**Yes: 3**    **No: 0**

Motion to approve April 2025 Financials

**Motion: Terwilliger**                      **2<sup>nd</sup>: Rohrbach**  
**Yes: 3**    **No: 0**

**Discussion Items**

**Board Self Evaluation: Each Board member completed their self-evaluation and compiled a board average into one final score for each category.**  
**ESP Evaluations: The Board discussed each item presented in the 4 Criterion of the ESP evaluation. They talked about evidences for each of the 4 criteria and gave a final score**  
**Conflict of Interest Statements: Members filled out/completed the C.O.I Statements**  
**CBIZ Engagement Letter; per Annual Org.**

**Action Items**

**Principal / ESP Report**

**Mrs. Alexander updated the board on: student enrollment, schedule of finishing Spring Assessments, current staffing, and upcoming events as the year closes. She also spoke to the board**

about Summer School and a possible change to a more needs-based tutoring in the summer to accommodate more students on an individual level.

**LSSU Report**

**Board Committee  
Reports/Board  
Individual Comments**

Board Members will have an opportunity to present any committee reports or make personal comments of their choice.

**Call to the Public**

Interested parties may address the Board on any items of their choice. Those that request to address the Board have a maximum of three minutes in which to speak.

**Announcement/  
Upcoming Events**

The next Regular Board of Director's meeting at Momentum Academy will be held on **Tuesday, June 17 at 9:30 a.m.**

**Adjournment**

**10:07 am**

These meetings of the Board of Directors are in public for the purpose of conducting the school's business and are not to be considered a public community meeting. There is a time for public participation during each meeting as indicated in the agenda.

Upon request to the academy office, the academy shall make reasonable accommodations for a person with a disability to be able to participate in this meeting.

Approved Minutes – Board Signature: \_\_\_\_\_ Date: \_\_\_\_\_