

Resolution of the Academy Board of Directors

**Board Corresponding Agent**

WHEREAS, the Academy Board wishes to maintain consistent and effective communication with the Center for Charter Schools at Central Michigan University, the Academy Board will designate a corresponding agent that will facilitate the distribution of communications to appropriate person(s) within the Academy.

BE IT RESOLVED, that \_\_\_\_\_ is hereby designated as the Academy's Board Corresponding Agent to assure dissemination of notices and correspondence to the person or persons responsible.

BE IT FURTHER RESOLVED, that notice and correspondence be directed to:

\_\_\_\_\_  
Name of Board Corresponding Agent

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Postal Code

\_\_\_\_\_  
Telephone Number Facsimile Number

\_\_\_\_\_  
Electronic Mail Address (E-Mail)

\_\_\_\_\_  
Board President / Vice President

\_\_\_\_\_  
Date

**Secretary's Certification:**

I certify that the foregoing resolution was duly adopted by the Academy Board of Directors at a properly noticed open meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at which a quorum was present.

By: \_\_\_\_\_  
Board Secretary

Date: \_\_\_\_\_

## **Notes & Instructions**

1. The Board Corresponding Agent may be anyone the board designates with the exception of the board president.