

**W-A-Y Michigan**  
407 East Fort St. Suite 205  
Detroit, MI 48226  
313-444-9292

**Board of Directors' Annual Meeting**

**Date: November 16, 2016**

**Time: 6:00 p.m.**

**MINUTES**

I. Call to Order by the President at 6:08 p.m.

Roll Call

Barker   X  

Hines   X  

Muscat   X  

Stanton   X  

Kabobel Excused

II. Approval of Agenda

William Barker asked to amend the agenda with the following:

Remove November Budget Amendment and Approval under New Business and Action Items.

Add Presentation of Audit Management Response Letter and approval under New Business.

It was moved by William Barker and seconded by Christine Muscat to approve the agenda as amended. Approved unanimously.

III. Call to the Public

This meeting is a meeting of the Board of WAY Michigan in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. We now invite members of the public to address the Board and share any thoughts or concerns regarding agenda items only.

None

IV. Approval of Minutes Regular Meeting October 19, 2016

It was moved by William Barker and seconded by Thea Hines to approve the October 19, 2016 Regular Board Meeting Minutes. Approved unanimously.

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 205, Detroit, MI 48226 within 8 business days for proposed minutes and within 5 business days of approval for approved minutes. Approved minutes will be posted on the WAY Academy's website <http://www.wayprogram.net>. Public notice of this meeting was posted as required by the Open Meetings Act.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-- 336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact WAY Michigan offices at (313) 444-9292 prior to the meeting.

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V. Treasurer Report  
October 2016 Financial Report

Kelli Glenn shared the October 2016 Financial Report with the board. A handout was provided to the board for review. Board asked for clarification on reimbursement to Marilee Bylsma. Board held additional conversation on marketing expenses, and asked whether or not we have a method of obtaining results of enrollment from marketing.

VI. Accept October 2016 Financial Report

It was moved by William Barker and seconded by Christine Muscat to accept the October 2016 Financial Report as presented. Approved unanimously.

VII. Educational Service Provider Report  
Superintendent/Director

Jennifer Hernandez shared points of pride with the board. WAY Michigan had three recent graduates, and five additional who are close to graduation. Our enrollment is currently at 120. Credit attainment is going very well with all of the researchers.

Jennifer shared an interactive map with the board showing locations of where our students reside. Board asked for clarification as to how we meet with students who live far away. Jennifer provided this information to them.

Jennifer shared M-Step data (Power point presentation) with the board to provide them with some testing data, which the Board had asked to review at last months meeting. Board asked for clarification on SAT/PSAT scores, which Christopher Shropshire addressed with the board.

VIII. Correspondence

None

IX. Central Michigan University liaison updates

Board asked for clarification on how the 3% monies that WAY Michigan pays CMU is used. Chris Shropshire responded to the board and addressed their question.

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X. Old Business

None

XI. New Business

November Budget Amendment (Table for December Board Meeting)

Resolution requesting Contract Amendment – Addition of Pontiac Drop in site

Chris Shropshire shared additional conversation on Pontiac Drop in site with the board. (Site change resolution would be tabled until December board meeting).

William Barker moved to amend the agenda adding approval of Sublease pending CMU Review and seconded by Thea Hines. Approved unanimously.

Kelli Glenn shared information on Pontiac drop-in site sub lease with the board. Board shared they would like to see comparable rent sites near the area of our Pontiac drop-in site.

Organization Meeting Actions - Election of Officers and Motions (attached)

Organizational motions list was shared with the board.

2017-18 Contract Amendment Checklist – Discussion

Presentation of Audit Management Response Letter

Kelli Glenn shared Taylor & Morgan letter/information with the board. Two items were in question. One item pertained to voided checks that were lost. Second item in question pertained to documents not being attached to checkstub/ACH payment record. They also were not defaced with an indication bill being paid. Kelli Glenn shared the Audit Management Response Letter with the board (response letter to Taylor & Morgan, which addresses these concerns, with the board).

XII. Action Items

Approve November Budget Amendment (Table for December Board Meeting)

Approve Resolution Contract Amendment

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It was moved by William Barker and seconded by Thea Hines to approve the resolution contract amendment adding Pontiac Drop In site. Approved unanimously.

Approve Sublease

It was moved by William Barker and seconded by Sheila Stanton to approve Sublease pending CMU review and authorizing Christine Muscat as signer on the document. Approved unanimously.

Elect Officers and address organizational business (motions)

It was moved by William Barker and seconded by Thea Hines to approve the motions list (Items 1-18) as attached. Approved unanimously.

Approval of Presentation of Audit Management Response Letter

It was moved by William Barker and seconded by Sheila Stanton to approve the Audit Management Response Letter. Approved unanimously

XIII. Call to the Public

This meeting is a meeting of the Board of WAY Michigan in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. We now invite members of the public to address the Board and share any thoughts or concerns. Comments should only be addressed to the person chairing this meeting, and per Board policy should be no longer than three minutes.

None

XIV. Adjournment

It was moved by William Barker and seconded by Thea Hines to adjourn at 8:05 pm. Approved unanimously.

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**Minutes Certification:**

Proposed minutes respectfully submitted,



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Thea Hines, Board Secretary

November 21, 2016

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Date

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