

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

**Board of Directors' Regular Meeting**

**Date: March 21, 2018**

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

**MINUTES**

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

Roll Call:

Brown X

Hines Excused

Muscat X

Long X

II. Approval of Agenda

Christine Muscat requested to add two items to the agenda. Ms. Muscat would like to add Pupil Audit under New Business discussion as Item #3, and Site Facility Audit under New Business discussion as Item #4.

It was moved by Christine Muscat and seconded by Amy Long to approve the amended agenda as presented. All members voted with Aye. There were none opposed. Passed unanimously.

III. Call to the Public

This meeting is a meeting of the Board of W-A-Y 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 February 21, 2018

It was moved by Christine Muscat and seconded by Gregory Brown to approve the February 21, 2018 Regular Board Meeting Minutes. All members voted with Aye. There were none opposed. Passed unanimously.

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

V. Educational Service Provider Report  
Superintendent/Director

Jennifer Hernandez shared enrollment information with the board. We currently have 256 researchers with total credits for February of 122.1, which equates to 0.48 per researcher.

Points of Pride: We just had our 1<sup>st</sup> researcher who has been with us since 9<sup>th</sup> grade graduate with a 3.75 GPA and 21 College Credits from Dual Enrollment.

Meagan Brown (CMU) asked how many researchers have graduated this year? Ms. Hernandez shared she would forward the total number to Meagan Brown (CMU).

VI. Treasurer Report

A. Discussion Items:

1. February 2018 Financial Reports

Kelli Glenn shared on the February 2018 Financial Reports and provided the board with handouts. Ms. Glenn provided the board with specific financial information pertaining to the handout. Ms. Glenn shared the attorney fees would be increased as we are beginning the reauthorization process. Additional information will be discussed during the budget amendment conversation later in the agenda. Board Member Amy Long asked for clarification on “under budget” items. She asked if the budget is ever amended to reflect the under budget items. Ms. Glenn shared that the budget can be amended and sometimes is to reflect such items.

B. Actions Items:

1. Accept February 2018 Financial Reports

It was moved by Christine Muscat and seconded by Gregory Brown to accept the February 2018 Financial Reports as presented. All members voted with Aye. There were none opposed. Passed unanimously.

VII. Correspondence

Christine Muscat shared we would discuss her correspondence under New Business Item #4.

VIII. Central Michigan University liaison updates – Meagan Brown

Ms. Brown shared hard copies of the 2016/17 Performance Report with the board. The new report combines much information into one handout. Data from three years past is reported. This

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

information is as of “last” school year (2016/17). Moving forward, this data will be on the CMU portal/website. If any board member would like a hardcopy, they would need to contact Ms. Brown for this information.

IX. Old Business

A. Discussion Items: None

B. Action Items: None

X. New Business

A: Discussion Items:

1. 2017-18 Transparency Certification Form

Ms. Glenn shared information pertaining to the 2017-18 Transparency Certification Form. Ms. Glenn shared all items are on the transparency reporting. Chad Yorhicky from MDE shared that our transparency reporting is accurate.

Board Member Gregory Brown asked for clarification on item #2 pertaining to Board Member information. Ms. Glenn shared the website has recently been redone and encouraged all members to visit the website. Ms. Hernandez shared the board could forward a photo to be posted on the website. If a photo is not available, please contact Ms. Hernandez and she will make arrangements to get a photo taken.

Board Member Amy Long asked how does the board obtain the confirmation that the information is accurate? Ms. Glenn shared on this process with the board.

2. March 2018 Budget Amendment

Ms. Glenn shared the proposed March 2018 Budget Amendment. This amendment addresses the pupil accounting results, increase in legal fees, and Title programs. Some items in our budget are fixed costs, and others are variable costs. Ms. Glenn shared on a few staff changes that will occur due to the budget amendment. All changes will be in effect for three months. As of July 1, all staff will resume their regular/normal responsibilities.

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

3. Pupil Audit

Ms. Hernandez shared on the recent February Pupil accounting audit. When the auditor came for the audit, she requested to see documentation of time spent in each of the pupil's classes/courses. Numerous documents were provided to the auditor showing student time. There was a question on senior researchers who had a reduced schedule. The auditor indicated the senior researchers would need a full schedule in order to be counted showing the 1098 required hours. 49 FTE's were lost at the audit. Board President Muscat shared that she and Ms. Hernandez had numerous conversations around this topic over the past week. Ms. Hernandez also had conversation with the board attorney (with permission from Board President Muscat). Ms. Hernandez shared on a Cyber school in Ohio who had been cited 80 million dollars as they had claimed students that they should not have claimed.

Recommendation from the auditor was to move from Cyber School to 5-O-D and contact MDE to see what this process might look like. Ms. Hernandez contacted Neil Beckwith (MDE) and he was confused as to why we would want to change from Cyber School. He kept referencing all the concerns that were being expressed should be handled by our local auditor. If we chose to move to 5-O-D, we would need to contact CMU and they would need to change the entire contract.

Ms. Hernandez contacted our local auditor (Debbie Caperton). She expressed that she would like to have conversation with Brian Ciloski (MDE). Ms. Hernandez is working on arranging this meeting.

Ms. Hernandez shared that we have been able to adjust the budget in a manner that is not impacting the programming or our students and shared this information with the Board Attorney. Ms. Hernandez shared that we are confident our Spring Count will look much better.

Ms. Hernandez shared that we have provided our local auditor with a "sample researcher" showing documentation that we would be submitting for the Spring Count. She confirmed that she would accept this information for the Spring Count.

Board asked for clarification on future process for Senior's who have a reduced schedule. Ms. Hernandez shared that we could create classes/courses for seniors so they have a full schedule (this could consist of College prep, Test prep class, etc.) Board Member Amy Long asked if there are any best practices around this topic that we could review. Ms. Hernandez indicated the Board Attorney shared that the state can push back on classes/courses if they want. Ms. Hernandez shared that we would want to provide our students with quality courses/classes.

Board member Gregory Brown asked if there is a list of local Cyber Schools that we could contact to inquire if they are experiencing the same issues? Ms. Hernandez shared we could pull a list from MAPSA. Ms. Meagan Brown shared that we could ask Brian Ciloski (MDE) for a list as well.

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

Board Member Amy Long asked for clarification on whether or not we could call a special meeting if necessary in the future. Board President Muscat shared that we could do this if necessary.

Board asked if we could tap into an organization such as MAPSA to lobby for us as a Cyber School. Board President Muscat shared that the board attorney had mentioned previously he knew some lobbyists that we could perhaps contact. Board President Muscat asked that Mr. Hernandez inquire with the attorney if he has any contacts in her next conversation.

Ms. Brown (CMU) shared she had attended a meeting last night around new programs that might be available in Michigan in the near future. Ms. Glenn shared the Governor is looking to reduce the funding for Cyber Schools in the future.

4. Site Facility Audit

Ms. Hernandez shared information on the recent Site Facility Audit. Ms. Hernandez shared the Board meeting posting has always been posted on the door. She also indicated that we have always had the Federal Labor Laws Poster posted. We do not have MSDS book on hand, as we do not have chemicals in the building. Meagan Brown (CMUO) shared that we should always have a central staff team member on hand for the facility audits. Ms. Brown will share this information with CMU and the items should be resolved. If a second walk through is needed, someone from CMU will call to schedule.

B: Action Items:

1. Accept 2017-18 Transparency Certification Form

It was moved by Christine Muscat and seconded by Amy Long to accept the 2017-18 Transparency Certification Form as presented. All members voted with Aye. There were none opposed. Passed unanimously.

2. Approve March 2018 Budget Amendment

It was moved by Christine Muscat and seconded by Amy Long to approve the March 2018 Budget Amendment as presented. All members voted with Aye. There were none opposed. Passed unanimously.

XI. Call to the Public

This meeting is a meeting of the Board of W-A-Y Michigan in public  
for the purpose of conducting the School District's business and is not

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.

**W-A-Y Michigan**  
407 East Fort St., Ste. 201  
Detroit, MI 48226  
313-444-9292

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.

**XII. Adjournment**

It was moved by Christine Muscat and seconded by Gregory Brown to adjourn at 7:22 pm. All members voted with Aye. There were none opposed. Passed unanimously.

Meeting adjourned at 7:22 pm.

**Minutes Certification:**

Approved minutes respectfully submitted,



\_\_\_\_\_  
Board Secretary

April 23, 2018

\_\_\_\_\_  
Date

A copy of the meeting minutes are available for public inspection at the offices of WAY Program, 407 E. Fort St. Suite 201, 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.