

**W-A-Y Michigan**  
407 E. Fort St., Suite  
201 Detroit, MI 48226  
(313) 638-2716

**Board of Directors' Regular Meeting**

**Date: December 18, 2019**

**Time: 6:00 pm**

**Swearing in: Jesse Donoghue**

**MINUTES**

**I. Call to Order by the President at 6:00 pm**

Roll Call:

Brown \_\_Excused\_\_

Donoghue \_\_X\_\_

Long \_\_X\_\_

Muscat \_\_X\_\_

**II. Approval of Agenda**

It was moved by Christine Muscat and seconded by Amy Long to approve the December 18, 2019 Regular Board Meeting 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 Annual Meeting November 20, 2019.**

It was moved by Christine Muscat and seconded by Amy Long to approve the November 20, 2019 Annual Board Meeting minutes. All members voted with Aye. There were none opposed. Passed unanimously.

V. Educational Service Provider Report  
Superintendent/Director

James Middleditch shared information with the board around enrollment, attendance and credit attainment and provided the board with a handout. We are looking to continue to grow the middle school as well as the high school. We are currently working on 10 applications for Middle School and 19 applications for High School. Attendance went down during the month of November, however, we believe this was due to the Thanksgiving holiday. We had a slight decrease in credit attainment during the month of November which also could be attributed to the holiday break.

Points of Pride:

For month of November, only 14 % of researchers earned zero credit. Goal is to get down to under 10 % of researchers earning zero credit.

Our Assistant Director attended the 2019 Michigan Charter School Symposium. Various sessions were offered, and we took advantage of attending the sessions.

Asst. Director was interviewed by WXYZ around students attending virtual schools.  
43% of our researchers made it on the honor roll for November.

Superintendent Madeline Black shared information on a program available called Grad Snapp. They track students once they have graduated and will track student info potentially building a pool of our former students. The cost is around \$7,000 per year for the program.

Student field trip was held recently to the Holocaust Museum. Students seemed to enjoy learning about this.

Ms. Black shared on Title audit which is coming up in February 2020. Mr. Middleditch has done a very nice job of getting this information together for the audit.

Ms. Black and Mr. Middleditch shared that they met with "Becky" from MAPSA and had discussion regarding how to advertise WAY Michigan throughout the state.

VI. Treasurer Report  
A. Discussion Items:

1. November 2019 Financial Statements

Kelli Glenn shared information with the board around the November 2019 Financial statements and provided the board with a handout. Board President Muscat requested that Ms. Glenn provide Mr. Donoghue with board secure site access. Ms. Glenn indicated she would share the board secure site information with all board members.

Board President Christine Muscat inquired of James Middleditch as to how he anticipates adding 100 new students by Fall of 2020? Mr. Middleditch shared this information with the board and believes the school should be around 280/300 students in the Fall of 2020.

Board member Amy Long inquired on marketing/advertising budget line item. She is wondering if we have enough allocated for marketing? Ms. Glenn shared on how state funding is allocated to the school and balancing the budget. Board member Amy Long inquired on exit interview for students and how this is tracked? She's wondering if there is any feedback that has been provided? Mr. Middleditch shared he doesn't have this information available at this time. Ms. Long asked for this to be shared at the January Board Meeting. Superintendent Madeline Black indicated the exit tracking system would have to be created. Board member Amy Long indicated tracking would assist with obtaining feedback that could be used to assist with retaining future students. Ms. Black shared on using lawn signs next year for advertising/marketing. Mr. Middleditch shared we are starting to see an influx of students from the Upper Peninsula.

B. Action Items:

1. Accept November 2019 Financial Statements

It was moved by Christine Muscat and seconded by Jesse Donoghue to accept the November 2019 financials as presented. All members voted with Aye. There were none opposed. Passed unanimously.

VII. Correspondence: Board held discussion around seeking a fifth board member.

VIII. Central Michigan University liaison updates: Jennifer Jourbert wanted to welcome Jesse Donoghue to the board. CMU is starting to talk about boards doing self-assessments to assist them with upcoming PDs. Board should still continue to review the strategic plan as well.

IX. Old Business

A. Discussion Items:

None

B. Action Items:

None

X. New Business

A. Discussion Items:

## 1. Review of Emergency Operation Plans

Superintendent Madeline Black shared information with the board around WAY Michigan's emergency operation plans. Board member Amy Long inquired as to where this information is kept in the building. James Middleditch indicated he is the school safety liaison and would be keeping the information at the school.

## 2. Winter Transparency Certification Form

Kelli Glenn shared information on the Transparency Certification Form and provided information to the board.

### B. Action Items

#### 1. Approve School Emergency Operation Plans

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

Roll Call Vote:

Donoghue – Aye

Long – Aye

Muscat - Aye

#### 2. Approve Winter Transparency Certification Form

It was moved by Christine Muscat and seconded by Jesse Donoghue to approve the Winter Transparency Certification Form 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 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 at 6:40 pm

It was moved by Christine Muscat and second by Amy Long to adjourn at 6:40 pm. All members voted 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.

**Minutes Certification:**

Approved minutes of December 18, 2019 regular meeting respectfully submitted,

  
Board Secretary

1/15/20  
Date