

**W-A-Y Michigan**  
407 E. Fort St., Suite 201, Detroit, MI 48226  
(313) 638-2716  
**Board of Directors' Regular Meeting**  
**Date: August 19, 2020**  
**Time: 6:00 pm**  
**MINUTES**

I. Call to Order by the President at 6:06 pm

Roll Call:

Bogart   X    
Brown   X    
Donoghue  X   
Long   X    
Muscat   X  

II. Approval of Agenda

It was moved by Christine Muscat and seconded by Amy Long to approve the August 19, 2020 agenda as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart   Aye    
Brown   Aye    
Donoghue  Aye   
Long   Aye    
Muscat   Aye  

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.

III. Approval of Minutes Special Meeting August 4, 2020.

It was moved by Christine Muscat and seconded by Gregory Brown to approve the August 4, 2020 Special Board Meeting minutes as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart \_\_Aye\_\_\_\_  
Brown \_\_Aye\_\_\_\_  
Donoghue \_\_Aye\_\_\_\_  
Long \_\_Aye\_\_\_\_  
Muscat \_\_Aye\_\_\_\_

V. Educational Service Provider Report  
Superintendent/Director

Superintendent Madeline Black shared information around supplemental funding from the ESSR grant. These funds can be used to purchase technology and provide mental health services. The Governor announced today that additional funds will be available to at risk schools and we feel that WAY Michigan will qualify for some of this funding. Fall 2020/2021 school year funding will be based on 75% of your fall count for school year 2019/2020. The remaining 25% will be based on Spring count from 2019/2020 school year. Additional conversation was held around this. CMU Webinar is scheduled for Monday around this topic and Jennifer Joubert indicated that one of the board members should attend the webinar. Ms. Joubert will ensure that the board members receive the webinar information.

Ms. Black indicated that statistics from our students will need to be posted on the website. The information needs to show the percentage of students who obtain 2 two-way communication per week. The data will need to be shared with the board on a monthly basis. Ms. Joubert shared information around the Cyber School possibly being exempt and would provide this information to Kelli Glenn.

James Middleditch shared information with the board around marketing and is trying to capture information on how students find out about our school and shared a spreadsheet with the board virtually. Board member Mandi Bogart inquired if we could make the question mandatory "How did you hear about us". Ms. Black indicated that we could add this question to SchoolMint, and the administrative assistant can also ask when she is returning interest calls. Current enrollment is 165.

Ms. Black shared a marketing video with the board which showed comparison of views from last year to this year. We currently have an enrollment booth at Oakland Mall. Ms. Black expressed her thanks to board members Gregory Brown and Jesse Donoghue for assisting at the booth.

James Middleditch shared information around enrollment, credit attainment and attendance and provided the board with the information virtually.

In the month of July, our enrollment has decreased by 1 researcher. Right now, we are two researchers behind were we were last July. We are hoping with increase in marketing this year we will see a greater increase in enrollment. Currently, we have 59 active applications and 18 researchers scheduled for enrollment as of August 3<sup>rd</sup>. In July our biggest change was a decrease in 8<sup>th</sup> grade and increase in 9<sup>th</sup> grade. This was due to several social promotions that were required for maximum age. Currently, we have 14 9<sup>th</sup> grade applications and 13 Middle school applications. Our goal is to increase our 3-year cohort of researchers.



The Researcher retention at WAY Michigan increased by 5 percent in July. We believe that this was due to a lack of movement in researchers. We expect the next several months to fluctuate as researchers finalize their plans for 2020-21 and we process summer graduates. Currently, we have 4 researchers that are on pace to graduate by the end of August.

Our online attendance is 8 percent higher than July 2019. I believe that the improvement from last year is due to the enforcement of our new Summer Expectation Policy. I think it is important that we work on stressing the fact that WAY Michigan is a year-round school. Over the 2020-21 school year our goal is to increase our attendance to over 80%.

Our total credit in July is 14 credits below our total credit from July 2019. I believe that this is due to the difference in researchers enrolled when compared to July 2019. We believe that a focus on providing additional academic support and reviewing how to complete projects completely has helped with credit attainment. Our average credit attainment is .01 credit below July 2019. With the enforcement of the new Summer Expectation policy I am predicting to have an increase in credit average for August. With our work on reinforcing our recommitment process and meetings with the Assistant Director and Team Leaders, we hope to work towards increase the number of researchers on the Honor Roll each month.

In July our 6<sup>th</sup> grade cohort has continued to have the highest credit average. This is the first month since March the 6<sup>th</sup> grade cohort has averaged below 1 credit. The two cohorts that were below the .25 credit average required for July was 11<sup>th</sup> and 12<sup>th</sup> grade. We need to remind these cohorts that WAY Michigan is a year-round school and that they must continue working in July and August. Based on historical credit average we will need to continue to target 7<sup>th</sup> and 8<sup>th</sup> grade researchers for support to help them stay above the required credit average.

#### **Points of Pride:**

1. WAY Michigan currently has 150 active enrollment leads, 59 applications in progress, and 18 verified enrollments for the 2020-21 school year. Compared to the fall enrollment of 2019 there were only 94 total enrollments and approximately 35 applications in progress and 5 verified enrollments.
2. WAY Michigan has been making preparations for Fall Testing under the assumption fall testing will continue. We are finalizing the off-site testing locations and preparing for the NWEA testing that will take place October 5<sup>th</sup> to 23<sup>rd</sup>.
3. We currently have 46 researchers assigned to our WAY Michigan Senior list. This year our College and Career Coach, Jackee' Patterson, plans to improve upon our Junior and Senior experience. She plans on having intake meetings with the Juniors and Seniors to create detailed plans for their path to post-secondary life.

#### **VI. Treasurer Report**

##### **A. Discussion Items:**

##### **1. July 2020 Financial Statements**

Kelli Glenn shared information around the July 2020 Financial Statements and provided the information to the board virtually. Jesse Donoghue inquired as to how the board would know what

management services mean (P vs S)? Kelli Glenn shared this information with the board. Mr. Donoghue asked if information could be provided to the board around the financials showing definitions of the verbiage on the financial reports. Ms. Glenn indicated this could be provided to the board at a future board meeting. Ms. Glenn suggested the board refer to the 1022 Manual which shows accounting codes, etc...

B. Action Items:

1. Accept July 2020 Financial Statements

It was moved by Christine Muscat and seconded by Jesse Donoghue to accept the July 2020 Financial Statements as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart \_\_Aye\_\_  
Brown \_\_Aye\_\_  
Donoghue \_\_Aye\_\_  
Long \_\_Aye\_\_  
Muscat \_\_Aye\_\_

VII. Correspondence

None.

VIII. Central Michigan University liaison updates: CMU liaison Jennifer Joubert indicated she would email information to the board around the blended count once she obtains the information.

IX. Old Business

A. Discussion Items:  
None

B. Action Items:  
None

X. New Business

A. Discussion Items:

1. Virtual Course Offerings

Madeline Black shared information around the virtual course offerings and provided this information with the board virtually. Board member Jesse Donoghue inquired about AP Classes that might be available in the future. Ms. Black and Mr. Middleditch indicated we have dual enrolled students who are doing well.

2. Christine Muscat's resignation – Christine Muscat wanted to thank the board for the opportunity of serving on the board for WAY Michigan.
3. Nomination of board president – Jesse Donoghue nominated Gregory Brown and Mandi Bogart seconded the nomination. Ms. Long supports the nomination of Greg Brown as President
4. Nomination of board treasurer – Gregory Brown nominated Jesse Donoghue as board treasurer.
5. Nomination of board secretary – Greg Brown nominated Mandi Bogart as Secretary and Jesse Donoghue seconded the nomination
6. Liability Insurance Renewal

Kelli Glenn shared information around the Liability Insurance Renewal and provided this information to the board virtually. Board member Mandi Bogart inquired if we have previously bid out for policy quotes. Ms. Glenn indicated we had not, although the board could look into other options in the future.

#### 7. Dickinson-Wright Invoice 1493889

Kelli Glenn shared information around Dickinson-Wright Invoice 1493889 in the amount \$692.50, and Invoice 1500473 in the amount of \$1620. 00 which both relates to the State Aid Note Borrowing process.

#### 8. Transparency Reporting Certification Form

Kelli Glenn shared information around the Transparency Reporting Certification Form and provided this information to the board virtually.

#### 9. Signatory Removal Letter

Kelli Glenn shared information with the board around the Signatory Removal Letter removing her name from the WAY Michigan checking account.

#### B. Action Items

1. Approve Virtual Course Catalog



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

Roll Call Vote:

Bogart \_\_ Aye \_\_  
Brown \_\_ Aye \_\_  
Donoghue \_\_ Aye \_\_  
Long \_\_ Aye \_\_  
Muscat \_\_ Aye \_\_

## 2. Approve Nomination of board president

It was moved by Christine Muscat and seconded by Amy Long to approve nomination of Gregory Brown as board president as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart \_\_ Aye \_\_  
Brown \_\_ Aye \_\_  
Donoghue \_\_ Aye \_\_  
Long \_\_ Aye \_\_  
Muscat \_\_ Aye \_\_

## 3. Approve Nomination of board treasurer

It was moved by Christine Muscat and seconded by Gregory Brown to approve nomination of Jesse Donoghue as board treasurer as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart \_\_ Aye \_\_  
Brown \_\_ Aye \_\_  
Donoghue \_\_ Aye \_\_  
Long \_\_ Aye \_\_  
Muscat \_\_ Aye \_\_

## 4. Approve Nomination of Board Secretary

It was moved by Christine Muscat and seconded by Jesse Donoghue to approve nomination of Mandi Bogart as board secretary as presented. All members voted with Aye. There were none opposed. Passed unanimously.

Roll Call Vote:

Bogart \_\_ Aye \_\_

Brown \_\_Aye\_\_  
Donoghue \_\_Aye\_\_  
Long \_\_Aye\_\_  
Muscat \_\_Aye\_\_

#### 5. Approve Liability Insurance Renewal

It was moved by Christine Muscat and seconded by Mandi Bogart to approve the Liability Insurance Renewal as presented. All members voted with Aye. There were none opposed. Passed unanimously.

##### Roll Call Vote:

Bogart \_\_Aye\_\_  
Brown \_\_Aye\_\_  
Donoghue \_\_\_\_  
Long \_\_Aye\_\_  
Muscat \_\_Aye\_\_

#### 6. Approved Dickinson-Wright Invoice 1493889 & Invoice 1500473

It was moved by Christine Muscat and seconded by Amy Long to approve Dickinson-Wright Invoice 1493889 & Invoice 1500473 as presented. All members voted with Aye. There were none opposed. Passed unanimously.

##### Roll Call Vote:

Bogart \_\_Aye\_\_  
Brown \_\_Aye\_\_  
Donoghue \_\_\_\_  
Long \_\_Aye\_\_  
Muscat \_\_Aye\_\_

#### 7. Approve Transparency Reporting Certification Form

It was moved by Christine Muscat and seconded by Gregory Brown to approve the Transparency Reporting Certification Form as presented. All members voted with Aye. There were none opposed. Passed unanimously.

##### Roll Call Vote:

Bogart \_\_Aye\_\_  
Brown \_\_Aye\_\_  
Donoghue \_\_Aye\_\_  
Long \_\_Aye\_\_  
Muscat \_\_Aye\_\_

#### 8. Approve Signatory Removal Letter

It was moved by Christine Muscat and seconded by Jesse Donoghue to approve the Signatory Removal Letter as presented. All members voted with Aye. There were none opposed. Passed unanimously.

##### Roll Call Vote:

Bogart \_\_ Aye \_\_  
Brown \_\_ Aye \_\_  
Donoghue \_\_ Aye \_\_  
Long \_\_ Aye \_\_  
Muscat \_\_ Aye \_\_

#### 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 7:28 pm

It was moved by Christine Muscat and seconded by Jesse Donoghue to adjourn at 7:28 pm. All members voted with Aye. There were none opposed. Passed unanimously.

##### Roll Call Vote:

Bogart \_\_ Aye \_\_  
Brown \_\_ Aye \_\_  
Donoghue \_\_ Aye \_\_  
Long \_\_ Aye \_\_  
Muscat \_\_ Aye \_\_

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 August 19, 2020 Regular meeting respectfully submitted,

**Mandi Bogart**

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Board Secretary

09/21/2020

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Date

# Signature Certificate

Document Ref.: EDPMH-AUSWN-Y9CAS-IXQQA

Document signed by:



**Mandi Bogart**

Verified E-mail:  
mandimbogart@gmail.com

*Mandi Bogart*

IP: 66.43.100.180

Date: 21 Sep 2020 09:18:25 UTC



Document completed by all parties on:

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