

WAY MICHIGAN ACADEMY

407 East Fort - Suite 201
Detroit, MI 48226
Telephone: 313.638.2716 Fax: 313.638.2717

**SPECIAL MEETING
OLD REDFORD ACADEMY BOARD OF DIRECTORS**

DATE: 10/27/2021
TIME: 7:00 p.m. / a.m.
LOCATION: WAY MICHIGAN ACADEMY

APPROVED

<https://wayprogram.zoom.us/j/91456407374?pwd=aHhMcHVMQzZmMUlab1BmMzh4T1I3QT09>

Meeting ID: 914 5640 7374
Passcode: 080295

MINUTES

MEETING TYPE: REGULAR SPECIAL PROPOSED APPROVED

I. CALL TO ORDER

PRESIDENT GREGORY BROWN, JR. called the meeting to order at 7:09 P.M./ A.M. on Wednesday, October 27, 2021, noting that the meeting is being held virtually as allowed by:

- CITY OF DETROIT PUBLIC HEALTH DEPARTMENT EMERGENCY EPIDEMIC ORDER IN RESPONSE TO THE COVID-19 PANDEMIC PER MCL §333.2453
- DECLARATION OF CONTINUED EMERGENCY DUE TO COVID-19
- TO ALLOW PUBLIC MEETINGS OF GOVERNMENTAL BODIES TO BE HELD REMOTELY PER MCL §15.263
- EFFECTIVE FROM SEPTEMBER 1, 2021, TO DECEMBER 31, 2021

II. ROLL CALL

Mr. Gregory Brown, Jr., President, Board of Directors <i>From Oakland County</i>	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mrs. Amy Long, Vice-President, Board of Directors <i>From Oakland County</i>	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mrs. Mandi Bogart, Secretary, Board of Directors <i>Wayne County</i>	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Jesse Donoghue, Treasurer, Board of Directors <i>From Wayne County, exited the meeting at 7:50 pm</i>	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

ADMINISTRATION

Mr. Isaiah Pettway, Superintendent, WAY Michigan
Mr. James Middleditch, Director WAY Michigan
Mr. Kerry Sitar, CFO, WAY Michigan
Mr. Rich Klemm, WAY Michigan

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The academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42USC § 12101 et sec or any successor law. Should you require specific accommodations, please contact the Superintendent at (313) 638.2716 prior to meeting.

OTHERS PRESENT (all or a portion of the meeting)

Mrs. Vanessa Gulley, Board Liaison, Provision

Ms. Jennifer Joubert, Authorizer Representative, The Center for Charters, CMU

THE PROPOSED AGENDA WAS DISTRIBUTED.

III. PUBLIC COMMENT (on agenda items only)

No public comment.

IV. CONSENT AGENDA

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPORVE THE CONSENT AGENDA ITEMS AS PRESENTED: OCTOBER 27, 2021 MEETING AGENDA AND THE SEPTEMBER 15, 2021 MEETING MINUTES

AS PRESENTED

WITH CHANGES, ADDING MODIFICATION OF THE TITLE IX RESPRESENTATIVE

SUPPORT: SECRETARY MANDI BOGART SECONDED.

AYE: BROWN, BOGART, DONOHE NAY (NO RESPONSE): LONG

V. NEW BUSINESS

a. 2020-2021 FINANCIAL AUDIT

- i. Due to the time constraint, the auditor could not be present, but will present the audit at the November board meeting.

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE THE 20-21 AUDIT AS PRESENTED.

SUPPORT: VICE-PRESIDENT AMY LONG SECONDED.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

b. RESOLUTION TO ADOPT PURCHASING/CREDIT CARD POLICY

- i. Revised document sent for Board view today with two changes, noting: limit of purchase amount as well as process for emergencies.

- 1. **Mr. Pettway** commented that the policy was discussed among the WAY team and they are concerned about the \$200.00 limit. There are items that would exceed that limit, for example the FedEx for mailings. He would like to request that if it is difficult to navigate that they could address this with the Board in the future.

PRESIDENT BROWN responded that the expectation is that procedures will be implemented in such a way as to limit the occasions

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that use of the credit card would be necessary. The working relationship has been good with this team, but policies are in place considering anyone who may serve in positions at any time.

Mr. Pettway requested that the management team be considered for conversation when policies are put in place so that they can offer how they may impact operations.

PRESIDENT BROWN agreed that would be appropriate but noted that this policy is necessary immediately due to the assign of that are no longer employed by the management company.

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE THE PURCHASING/CREDIT CARD POLICY AS PRESENTED WITH A PURCHASING LIMIT OF \$200.00, NOTATION OF THE EMERGENCY PROCESS, AND IDENTIFICATION OF JAMES MIDDLEDITCH AS THE CARD HOLDER AND USER ON THE MANAGEMENT TEAM.

SUPPORT: SECRETARY MANDI BOGART SECONDED

DISCUSSION: TREASURER DONOGHUE SUGGESTED THAT \$500.00 BE THE LIMIT AS OPPOSED TO \$200.00.

VICE-PRESIDENT LONG ASKED IF THERE HAS BEEN A REVIEW THAT DEMONSTRATES WHAT THE AMOUNT SHOULD BE AND ARE THERE PROCESSES AND INTERNAL CONTROLS FOR THE REOCCURRING ITEMS?

Mr. Pettway responded that a review has not been completed and many of the processes are necessary due to specific requirements of the vendors.

MOTION BY TREASURER DONOGHUE TO APPROVE THE POLICY WITH AMENDMENT OF THE AMOUNT TO \$500.00 BY

SUPPORT: VICE PRESIDENT LONG

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

c. RESOLUTION REGARDING BOARD SIGNATURES

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE THE THAT ALL ITEMS FOR BOARD SIGNATURE BE COLLECTED BY WAY OF THE BOARD CONSULTANT, TO OBTAIN SIGNATURE VIA ELECTRONIC MEANS.

SUPPORT: SECRETARY MANDI BOGART SECONDED.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

d. RESOLUTION FOR LAWYER CONTACT

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE THAT THAT THE BOARD PRESIDENT BE CONTACTED PRIOR TO MANGEMENT'S CONTACT OF THE BOARD ATTORNEY.

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**SUPPORT: SECRETARY MANDI BOGART SECONDED.
MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.**

VI. OLD BUSINESS

a. FINALIZATION OF BOARD RETREAT

- a. PRESIDENT BROWN** reviewed the proposed agenda and requested that members send their responses to the pre-retreat questionnaire to Mrs. Gulley

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE THE BOARD RETREAT FOR NOV. 6, WITH THE CURRENT AGENDA DRAFT AND ANY FORTHCOMING ADDITIONS.

**SUPPORT: SECRETARY MANDI BOGART SECONDED.
MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.**

b. TITLE IX CORDINATOR

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPOINT THE SUPERINTENDENT AS THE TITLE IX COORDINATOR.

DISCUSSION: VICE PRESIDENT LONG REQUESTED THAT A PROCESS BE IN PLACE TO KEEP THE ACCOUNTABLE PERSON UP TO DATE ON THE WEBSITE.

**SUPPORT: SECRETARY MANDI BOGART SECONDED.
MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.**

VII. EDUCATION SERVICE PROVIDER REPORTS

a. WAY Director Report, James Middleditch

Mr. Middleditch reviewed:

- Honor roll 39%
- Current enrollment 190
 - 68 new researchers enrolled: 13 less than previous year
- Attendance 53.3%, 16 % increase from 20-21 school year
- College and Career coach set up a Financial Aid Zoom meeting

b. Superintendent Report

Superintendent Pettway reported:

- Solidified a Director of Charter Schools, Mrs. Trena Braswell
 - Comes with 20 yrs of education experience and has admin cert from the State of Michigan
 - Official start next Monday, but will introduce her to each board member via phone call

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- The second candidate, James Middleditch, has been promoted to the District Data Manager
- State of Michigan enrollment down as well as school aged students in Michigan, but WAY Michigan made its enrollment goal of 190 students
- Reviewed the new website, with goals to be live before Thanksgiving
VICE PRESIDENT LONG noted that she would like to see individuals that reflect the diversity of our students as well as local landmarks represented on the website
- Has begun conversation with community partners with a focus on boosting enrollment
- District PD will be in person on 11/12/2021
- MAP testing has occurred with the verification submitted to CMU
- Personnel Updates: Part-time Engagement Coach
- 15 students who are part of WAY, are considered Home-School students; in process of renegotiating the LAMP contract
- Grant system changes will cause the use of MEGS for 221/2021
- Working to establish goals for submission to State in compliance to PA 48
- WAY Michigan is doing very well in E-Sports

VIII. FINANCIAL REPORT

a. Acceptance of September 2021 Financial Statements

Mr. Sitar reviewed the financials, noting:

- Cash position 359K, with 189K from the October State Aid Note
- AP, all support items attached
- Due to payroll 79K for the month of September
- No revenue in September
- Expenses are accruals from July – September
- Asking for \$262,490.01 for transfer approval
- FID is being uploaded with documents ready to meet deadline

b. Approval of September 2021 Payables Transfer

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO APPROVE TRANSFER OF THE \$262,490.01 FOR REIMBURSEMENT OF THE LISTED EXPENDITURES.

SUPPORT: SECRETARY MANDI BOGART SECONDED.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

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VI. CORRESPONDENCE

None

VII. CENTRAL MICHIGAN LIAISON UPDATES

Ms. Joubert reported:

- Change in Mrs. Brown’s assignments caused changes for Ms. Joubert’s assignments
 - Mr. Jonathan Trout will be the new liaison for the Authorizer
- Contract 101 workshop is available online
- Workshop forthcoming regarding the ESSER funds in mid-November
- Reminder on Board vacancy; need a candidate by December for February approval

VIII. OPEN BOARD DISCUSSION

NONE

IX. EXTENDED PUBLIC COMMENT

NONE

X. ADJOURNMENT

MOTION: PRESIDENT GREGORY BROWN, JR. MADE A MOTION TO ADJOURN THE MEETING AT 8:30 P.M./ A.M.

SUPPORT: VICE-PRESIDENT AMY LONG SECONDED.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,



Recording Secretary

10/27/2021

Date

Approved by the WAY Michigan Academy Board of Directors:

Board Secretary

Date

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