

# **Board Meeting Minutes W-A-Y Academy Michigan (Special Board Meeting)**

**Date: August 26, 2021**

**Members present: Greg Brown, Mandi Bogart, Jesse Donoghue, Amy Long**

**Others present: Kelli Glenn, Isaiah Pettway, Jennifer Joubert**

**Meeting Called to Order @ 6:02pm**

## **Roll Call Attendance**

**Greg Brown (St. Claire County)**

**Mandi Bogart (Wayne County)**

**Jesse Donoghue (Wayne County)**

**Amy Long (Oakland County)**

## **Approval of the Agenda**

- Agenda to be amended to include Dickinson & Wright Invoices #1610611 and #1610613
- Motion to approve amended agenda: Greg Brown/2<sup>nd</sup> by Amy Long
- Roll Call Vote: Mandi Bogart (Y) Greg Brown (Y) Jesse Donoghue (Y) Amy Long (Y). Motion carries.

## **Call to the Public:**

- Read by Greg Brown-no public present or commenting.

## **Consent Agenda**

- Approval of Special Meeting Minutes June 23<sup>rd</sup>, 2021.
- Motioned by Greg Brown/2<sup>nd</sup> by Mandi Bogart
- Roll Call Vote: Mandi Bogart (Y) Greg Brown (Y) Jesse Donoghue (Y) Amy Long (Y). Motion carries.

## **Educational Service Providers Report**

- **Superintendent's Report**
  - Mr. Pettway discussed the following:
    - Program Updates: Superintendent search has been narrowed down to two candidates. These candidates will be interviewed by panel consisting of board members, ESP representation, and a parent. Each board is asked to submit the name of a representative to Mr. Rich Klemm for the panel. In addition, Michelle Sarkody has retired. Her responsibilities will be taken on by Alexandra Guzman, the new District Compliance Officer.
    - Enrollment/Marketing Updates: A marketing consultant has been hired to assist with marketing and recruitment. Plans include a comprehensive social media campaign, radio ads, website re-branding, and virtual open houses. The average number of applications are currently 3 per day.

- Academic Updates: Several students have completed the requirements for graduation during the month of August. The academic focus, as students return, is managing learning loss and engaging multi-tiered systems of support.
- Personnel Updates: Both a District Math and Reading Interventionist has been hired to support academic improvement across the district. In addition, WAY Michigan has also secured a E-Sports Coach to oversee online sports, as well as a part-time Engagement Coach that will work with students to ensure that students remain engaged and work to mitigate any external barriers to their learning. The district has also undergone a compensation review. As a result, there were several increases enacted to ensure that compensation is as competitive as the district can make them.
- Legislative Updates: The Consolidated Grants Application has been moved to the NEXYS System. The system is not yet updated. However, once it is available the team will have 30 days to complete the application. If completed during that time coverage will be retroactive to July 1<sup>st</sup> 2021. Also, the State has enacted Public Act 48 which requires school district to administer a state approved benchmark assessment, grades K-8, and report to the state. WAY Michigan currently uses MAP Growth Assessment as a benchmark and will be setting goals based on that assessment.
- Superintendent's Highlights: WAY Michigan has the highest staff retention rates across the program. Enacted salary increases for core staff members.

### **Director's Report**

- Points of Pride" 19% of researchers eligible for the honor roll in July. Only a 1% decrease from previous year. Retention rate of 79%. This is the highest since the 17/18 school year. Friday, July 30<sup>th</sup> first professional learning community meeting. Staff are in great spirits. The team has gone through the MICIP plan and have already been able to complete several of the activities outlined there.

### **Treasurers Report**

- **Discussion Items**
  - June 2021 Financial Statements: Ms. Glenn reviewed the June balance sheet. Noted the financials are not audited as the WAY Michigan audit is forthcoming and will be presented to the board. Ms. Glenn also reviewed the Income Statement.
  - July 2021 Financial Statements: Ms. Glenn reviewed the July balance sheet. Noted these financials represent the 1<sup>st</sup> month of the fiscal year 21-22 school year. Ms. Glenn also reviewed the Income Statement.  
Reminder: when we receive the State Aid Payment in July and August are for the previous fiscal year. This is common with each year because of when the first State Aid payment is released.
  - Accounts Payable and Funds Transfer: The funds transfer represents payment for some in June, and mainly July and August. It represents

monies billed by the WAY Program. The total balance is \$168,472.33. The payroll is \$47, 303.66, for a total transfer of \$215, 775.99. The details of have been discussed at the finance committee meeting as well.

- Dickinson and Wright Invoices (1579226, 1591252, 1599138,1599139,1610611,1610613): There are six total invoices. These invoices reflect work done surrounding the newly approved lease agreement. Ms. Joubert inquired as to whether these invoices were for the ESP's attorney or the Board's attorney. Ms. Glenn clarified these invoices are for the Board's attorney. Mr. Brown asked if the ESP has an attorney. Both Mr. Pettway and Ms. Glenn clarified that the ESP does indeed have an attorney separate from the Board's attorney. A question was raised by Mr. Brown regarding the invoking of the Board's counsel and whether there were things that the ESP's attorney should be handling with the goal of reducing costs and ensuring that things are being handled by the appropriate people. Moving forward, Mr. Pettway will get clarity for the Board and this will be something that is further discussed during the Board Retreat.
- W-A-Y Michigan Insurance Renewals: General Agency renewal for liability insurance. Jennifer Reinhardt, the presentative could not make it. However, there were no significant changes in the insurance coverage over the previous year. The premium summary shows a slight increase between the current premium and the proposed premium.
- W-A-Y Michigan Transparency Certification FY 21-22: This form is completed twice yearly on behalf of the Academy. It is certifying that the Academy is in compliance with all Federal, State, and Local requirements.

- **Action Items**

- June Financial Statement
  - Motion to approve the June Financial Statement: Greg Brown/2<sup>nd</sup> Mandi Bogart.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.
- July Financial Statement
  - Motion to approve the July Financial Statement: Greg Brown/2<sup>nd</sup> Mandi Bogrt.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.
- Accounts Payable and Funds Transfer
  - Motion to approve the Accounts Payable and Funds Transfer: Greg Brown/2<sup>nd</sup> Mandi Bogart.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.
- Dickinson and Wright Invoices (1579226, 1591252, 1599138,1599139,1610611,1610613)
  - Motion to approve the aforementioned Dickinson and Wright Invoices: Greg Brown/2<sup>nd</sup> Amy Long.

- Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.
- WAY Michigan Insurance Renewal
  - Motion to approve the WAY Michigan Insurance Renewal: Greg Brown/2<sup>nd</sup> Mandi Bogart.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.
- WAY Michigan Transparency Certification FY 21-22
  - Motion to approve the WAY Michigan Transparency Certification FY21-22: Greg Brown/2<sup>nd</sup> Amy Long.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.

### **Correspondence**

- **CMU Annual Conference Board Share-Out**
  - Mr. Brown shared that he and Mr. Pettway attended the CMU Annual Conference. The highlight was the keynote speaker as well as Mr. Brown winning one of the speaker's book. Both Mr. Brown and Mr. Pettway found the information insightful and helpful.

### **Central Michigan University Liaison Updates**

- Ms. Joubert advised to the board of the current board vacancy that exists, suggesting to the board to consider community connections that might lend themselves to referring someone to fill that open seat. In addition, Ms. Joubert recommended as a best practice for the ESP to send out all documents and the meeting agenda by email prior to the meeting as well as posting to the board portal. Ms. Joubert also shared that CMU will be offering scholarships for students, as well as the Experience Central opportunity for Juniors and Senior on September 29<sup>th</sup>. There will also be an opportunity for the Educators Award for the 2022-23 school year. Finally, Ms. Joubert mentioned the Public Act 48 requirements that had been previously discussed by the ESP.

### **Old Business**

- **Discussion Items**
  - School Board Retreat: Mr. Brown asked the Board to consider a time to meet in order to discuss when to have the board retreat. The retreat will now be one day instead of overnight. Ms. Bogart asked if possible, the working session be held right before the board meeting to allow members to coordinate their schedules and choose a time that they will be able to commit to. The Board will meet at 5:45pm on September 15<sup>th</sup> prior to the regular board meeting to discuss the retreat plans.
- **Action Items**
  - Approve Working Session for Board Retreat
    - Motion to approve Board Retreat Working Session to be held on September 15<sup>th</sup> at 5:45pm: Greg Brown/2<sup>nd</sup> Mandi Bogart.
    - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.

## **New Business**

- **Discussion Items**

- Introduction of Ms. Vanessa Gulley (Board Consultant): Mr. Brown introduced Ms. Gulley. Informed the Board that she has a chance to meet with him, Mr. Pettway, and Ms. Wilkins for the agenda planning meeting and continues to get acclimated. Ms. Gulley shared that she has been working with boards for 14 years, she has also worked with the Girl Scouts, and as a Field Trainer with Montgomery Wards. Her service is to assist the Board with the breath of work that the board is responsible for. She will make all of her information available to the Board. She will be reaching out to each of the members to get feedback regarding desired outcomes and needs.
- Open Discussion with Management Company: Mr. Brown explained this is an opportunity to have discussion with the ESP. Ms. Bogart explained that this is an effort to provide opportunity to have a space to just discuss things that members might want to discuss. Ms. Joubert also suggested as a best practice that the Pre-planning meeting could be used as a means to share. She also suggested that the Board considers work in committees. Ms. Gulley will provide guidance and suggestions for the Board as well. Mr. Brown shared that he wanted to take a moment and thank Mr. Pettway for being accepting and listening to what the Board had to say and coming up with solutions.
- Access granted to consultant for Epicenter, Board Policies, and make a Board Correspondent Agent: Mr. Brown explained that Ms. Gulley will need access granted to operate in the aforementioned areas.

- **Action Items**

- Approve resolution for Ms. Vanessa Gulley to have access to Epicenter, Board Policies, and to operate as a Board Correspondent Agent.
  - Motion to approve: Greg Brown/2<sup>nd</sup> Jesse Donoghue.
  - Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.

**Announcements-** None

**Call to the Public-**No public present/no public comments

## **Adjournment**

- Motion to adjourn: Greg Brown/2<sup>nd</sup> by Amy Long
- Roll Call Vote: Bogart (Y) Brown (Y) Donoghue (Y) Long (Y). Motion carries.

Meeting adjourned at 7:26pm

Minutes submitted by: Isaiah Pettway