

WAY MICHIGAN ACADEMY**407 East Fort - Suite 201****Detroit, MI 48226****Telephone: 313.638.2716****Fax: 313.638.2717****REGULAR MEETING
WAY MICHIGAN ACADEMY BOARD OF DIRECTORS****DATE: 7/13/2023****TIME: 6:00 pm****LOCATION: Globe Building****407 E. Fort****Suite 201****DETROIT, MI 48226****APPROVED****MINUTES****MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ PROPOSED ☒ APPROVED****I. CALL TO ORDER**

PRESIDENT DAVID BEAUMONT called the meeting to order at 6:01 ☒ P.M./ ☐ A.M. on Thursday, July 13, 2023.

II. ROLL CALL

Dr. David Beaumont, President

☒ Present ☐ Absent

Ms. Marquita Tharpe, Vice-President

☒ Present ☐ Absent

Dr. Tamara Halliburton, Secretary

☒ Present ☐ Absent

Dr. Schequita Owens, Treasurer

☒ Present ☐ Absent**ADMINISTRATION**

Ms. Madeline Black, Executive Director, WAY

Mr. Isaiah Pettway, Superintendent, WAY Michigan Academy

Mr. James Middleditch, Director of Programs, WAY Michigan Academy

Ms. Kelli Glenn, Interim Finance Director (**Virtual**)**OTHERS PRESENT (*all or a portion of the meeting*)**

Mrs. Vanessa Gulley, Board Liaison, Provision

Mrs. Rachel Horne, Board Liaison, Provision

Jennifer Reinhardt, General Agency Company (**Virtual**)***THE PROPOSED AGENDA WAS DISTRIBUTED.***

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III. PUBLIC COMMENT *(on agenda items only)*

None.

IV. APPROVAL OF THE Thursday, July 13, 2023 MEETING AGENDA

MOTION: VICE-PRESIDENT MARQUITA THARPE MADE A MOTION TO APPROVE THE Thursday, July 13, 2023 MEETING AGENDA WITH CHANGES: REMOVE BOARD CANDIDATE INTRODUCTION FROM NEW BUSINESS.

SUPPORT: SECRETARY TAMARA HALLIBURTON SECONDED.

MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF THE TUESDAY, JUNE 20, 2023 MEETING MINUTES

MOTION: VICE-PRESIDENT MARQUITA THARPE MADE A MOTION TO APPROVE THE TUESDAY, JUNE 20, 2023 MINUTES WITH CORRECTIONS.

SUPPORT: SECRETARY TAMARA HALLIBURTON SECONDED.

MOTION CARRIED UNANIMOUSLY.

VI. NEW BUSINESS

a. WAY Mich Insurance Renewal

- **Ms. Reinhardt** provided highlights on WAY Michigan's insurance renewal policy. She also shared the following:
 - The General Liability requirement is \$1 Million per occurrence and \$3 Million aggregate.
 - Business Personal Property limit is \$55,165.
 - Cyber Liability Policy coverage is \$2 Million.
 - WAY Michigan's premium is approximately \$1,300.
 - Ronda Webber is WAY Michigan's Claims Executive.
- **Vice-President Tharpe** asked if the coverages are required by the Authorizer. **Ms. Reinhardt** stated that all are required except for the Violent Event Response, and the General Liability which extends to WAY Michigan's clubs and organizations, e.g., the Board, Academy Directors, as well as school activities.
- **President Beaumont** asked about the additional interest for CMU Global Campus and why the distinction.
Ms. Reinhardt stated that since 2016, that's how they've always been listed.

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President Beaumont asked if we were in a different location, would there be a reduction in the cost of property insurance, as downtown Detroit is a high-rent district.

Ms. Reinhardt stated that it would not be, as the company looks more closely at the actual building that's housing the content, e.g., the structure of the building.

Ms. Glenn stated that the policy increase only represents a 4% increase.

President Beaumont asked if the increase was accounted for in the budget.

Ms. Glenn stated no, but we can certainly accommodate a \$470 increase.

MOTION: PRESIDENT DAVID BEAUMONT MADE A MOTION TO ACCEPT THE WAY MICH INSURANCE RENEWAL COVERAGE.

SUPPORT: VICE-PRESIDENT MARQUITA THARPE SECONDED.

MOTION CARRIED UNANIMOUSLY.

VII. OLD BUSINESS

a. Board Computer Devices

- **Ms. Glenn** stated that the Board has some allocated line items for supplies.

Mr. Pettway shared that in lieu of iPads, tablet devices may work better for the Board's usage. He asked the Board if they would prefer computers over tablets.

President Beaumont stated that he does not want a device period.

Mr. Pettway stated that he will send an email to assess what the Board members want and need.

President Beaumont asked **Mr. Pettway** to bring back a recommendation to the Board.

b. Provision FY 23/24 Agreement

- **Mrs. Gulley** shared that the Board was previously considering Board Liaison services, which includes administrative support, as well as some governance insight, when necessary. The cost is \$4,500 per month. She stated that if the Chase Online Payment Process is added to that, there would be another fee structure.

President Beaumont asked how we are doing with enrollment.

Mr. Pettway stated that currently there are 128 students enrolled, and a recruitment effort has been launched as well. The budget is based on an enrollment of 140; however, the internal enrollment goal is 160.

President Beaumont asked **Ms. Glenn** if she has heard anything about the budget that has her concerned about the funds.

Ms. Glenn stated that the \$9,150 per pupil will continue for WAY Michigan.

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- **President Beaumont** asked where the new fiscal person is.
Ms. Black stated that she is working part-time as she's also working for two other charter schools. She will not be full-time until next month. Ms. Black made the executive decision not to have her attend the Board meeting until next month. Her start date is July 31st.
President Beaumont stated that she said she would be here July 1st and asked when will the new person be fully in charge of the finances.
Ms. Black stated that she will be fully in charge when she's comfortable.
- **Ms. Glenn** shared that there are some vendors that are not being paid at this point in time that need to be.
President Beaumont stated that was confusing as he thought when the Board approved the \$270,000 those would pay the bills, including bills that are future in nature.
Ms. Glenn stated that was correct. We paid bills totaling \$65000, but in the meantime, more bills have arrived at the Academy.
President Beaumont stated that his comfort level keeps going down with this process.
Ms. Glenn stated that not all of our bills are a regular monthly estimated amount, as some are based on current needs, e.g., supplies.
Mrs. Gulley added that there are 2 outstanding invoices to Provision - May and June.
President Beaumont stated that they will make sure Provision gets paid.

MOTION: SECRETARY TAMARA HALLIBURTON MADE A MOTION TO APPROVE THE \$4,500 MONTHLY FEE FOR BOARD LIAISON SERVICES FOR 6 MONTHS.

SUPPORT: TREASURER SCHEQUITA OWENS SECONDED.

MOTION CARRIED UNANIMOUSLY.

c. Chase Online Payments Process

- **President Beaumont** asked Ms. Owens if she felt any uncomfortableness in the process.
Treasurer Owens shared that she was not uncomfortable and Mrs. Gulley was a big help to her.
Secretary Halliburton asked who is making the decision about what we need to pay versus what you need to pay.

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Ms. Glenn stated that she would like a process to be set up, however the Board desires. Currently, the total amount of unpaid invoices that belong to WAY Michigan, two of which belong to Provision, totals approximately \$67,500.

Secretary Halliburton asked if all those came in between today and our last Board meeting.

Ms. Glenn said yes, there are May invoices, June invoices, and what's arrived thus far for July.

Secretary Halliburton asked if we approved a payment at the last Board meeting.

Ms. Glenn stated we did not.

Mrs. Gulley stated that at the last Board meeting, the Board approved payments for May and June.

Vice-President Tharpe stated that going forward, all the invoices be identified for the time period that they are covering.

Secretary Halliburton asked what needs to happen to bring all the bills current.

Ms. Glenn stated that Chase Online Banking methodology that she proposed is one way to handle that or to do an estimated amount every month and pay bills from there.

Mrs. Gulley shared that Ms. Black previously stated that Provision had some cause in the delay of the Board's bills being paid, which she categorically disagrees with.

Ms. Glenn stated that she agrees with Mrs. Gulley's statement. Adam Holcomb was previously in charge of paying the bills on behalf of the Academy, some of which did get paid, some of which did not.

Ms. Black stated that there is no accusation against Provision, as they have always been professional.

Secretary Halliburton stated that an additional line be added to the financial report that indicates what the Board needs to pay.

d. June ESP Reports

Mr. Middleditch provided highlights on the following:

- There were 31 graduates in the Class of 2023.
- 54% of researchers made the Honor Roll.
- NWEA growth
- CMU School Improvement Goals

President Beaumont stated that he appreciates all that Mr. Middleditch is doing.

Secretary Halliburton asked Mr. Middleditch to explain WAY Michigan's credits.

Mr. Middleditch stated that students earn credits as they complete projects.

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VIII. ESP REPORTS**a. Superintendent Report**

- **Mr. Pettway** provided highlights on the following:
 - WAY Michigan was awarded a 98c Grant in the amount just over \$9,000. These funds are being used to provide additional tutoring support to students from now until students return in September.
 - Kudos to Mr. Middleditch and his team for a wonderful in-person graduation ceremony.
 - WAY Michigan is working on obtaining an additional Math teacher.

President Beaumont asked if they have someone in mind for the Math position. **Mr. Middleditch** stated he does have a candidate in mind and has forwarded their resume to Mr. Pettway.

b. WAY Director Report

None.

IX. FINANCIAL REPORT**a. Acceptance of June 2023 Financial Statements**

- **President Beaumont** asked if we are in good shape to close out 22-23. **Ms. Glenn** stated that they have just started that process and she has everything that she needs to prepare for the upcoming audit. She also stated that the June 30 Profit & Loss Statement that is in the Board packet represents 12 months of expenses but only 10 months of state revenue. **President Beaumont** asked if she has gotten everything moving for the Bridge loan. **Ms. Glenn** shared the following:
 - Attorneys Dickinson and Wright sent a copy of the application. Once completed, the entire packet will be provided for the Board's review.
 - As of June 30th, we received a State Aid payment in the amount of \$136,495. The amount that hit the bank account is \$112,327. CMU's management fee, which is approximately \$3,500, is taken off of the top and the current flow payment is deducted as well.

MOTION: PRESIDENT DAVID BEAUMONT MADE A MOTION TO ACCEPT THE JUNE 2023 FINANCIAL STATEMENTS.

SUPPORT: VICE-PRESIDENT MARQUITA THARPE SECONDED.

MOTION CARRIED UNANIMOUSLY.

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b. Approval of June 2023 Payables Transfer

- **Ms. Glenn** shared that the total transfer amount of \$223,916 would pay the invoices that were provided for this evening and the other documents that were discussed.

Secretary Halliburton asked what the invoices were as they had not seen them.

Ms. Glenn stated that some of the invoices include two months for Provision, Amazon, lease payments, legal fee payment, and T-Mobile.

Vice-President Tharpe asked if the lease payment is for more than one month.

Ms. Glenn stated that it is for May, June, and July, which totals \$7,549.

MOTION: PRESIDENT DAVID BEAUMONT MADE A MOTION TO APPROVE THE JUNE 2023 PAYABLES TRANSFER AND DR. OWENS TRANSFERRING THE AMOUNT OF \$223,916.

SUPPORT: SECRETARY TAMARA HALLIBURTON SECONDED.

MOTION CARRIED UNANIMOUSLY.

X. CORRESPONDENCE

None.

XI. OTHER BUSINESS.

None.

XII. AUTHORIZER COMMENTS

Mr. Pettway shared, on the Authorizer's behalf, that CMU's Annual Conference will be held on August 15th at the Suburban Collection Showplace in Novi, MI. The conference is open to Board members and WAY Michigan staff.

XIII. EXTENDED PUBLIC COMMENT

Mr. Middleditch shared that the Board's signatures are needed on the eDynamic Learning agreement. eDynamic Learning offers American Sign Language to students and gives them the opportunity to be awarded credit for courses. He also stated that the cost associated with this agreement is already included in the 23/24 Proposed Budget.

XIV. BOARD COMMENTS

Vice-President Tharpe asked what the total is for WAY Michigan's expenses.

Mr. Pettway stated that the amount is \$67,500.

President Beaumont asked if a breakdown of this amount can be sent to Dr. Owens.

Ms. Glenn stated that she will send the breakdown right after today's meeting.

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Secretary Halliburton gave kudos to Mr. Middleditch and his entire team for WAY Mich students hitting their targets.

XV. ADJOURNMENT

MOTION: VICE-PRESIDENT MARQUITA THARPE MADE A MOTION TO ADJOURN THE MEETING AT 8:14 ☒ P.M./ ☐ A.M.

SUPPORT: SECRETARY TAMARA HALLIBURTON SECONDED.

MOTION CARRIED UNANIMOUSLY.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Rachel Horne

Recording Secretary

7/20/2023

Date

Approved by the WAY Michigan Academy Board of Directors:

Board Secretary

Date

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