

W-A-Y Michigan
407 East Fort St., Ste. 201
Detroit, MI 48226
313-444-9292

Board of Directors' Regular Meeting

Date: October 17, 2018
Time: 6:00 p.m.

Oath of Public Office given to Gregory Brown

MINUTES

I. Call to Order by the President at 6:08 p.m.

Roll Call:

Brown X

Hines Excused

Long X

Muscat X

II. Approval of Agenda

Board President Muscat requested adding board member Thea Hines resignation letter under New Business discussion and Action items.

It was moved by Christine Muscat and seconded by Greg Brown to approve the October 17, 2018 Regular Board Meeting agenda as amended. 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 Regular Meeting August 15, 2018.

It was moved by Christine Muscat and seconded by Amy Long to approve the August 15, 2018 Regular Board Meeting minutes. All members voted with 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.

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V. Audit presentation by Taylor & Morgan

Bill Morgan virtually presented the annual Audited Financial Statements to the board and provided them with a handout/report. He referenced the board to the independent auditors report letter, which is attached within the report. Mr. Morgan shared on additional information within the report and shared the school wound up with a fund balance of \$76, 349.00 as of June 30, 2018. Revenues/expenses/payroll and all accounting issues have been reviewed during this audit.

VI. Educational Service Provider Report
Superintendent/Director: Not in attendance

Michelle Sarkody presented the board with the Educational Service Provider Report handout on behalf of Superintendent Jennifer Hernandez. The board took a few minutes to read through and review the information that Ms. Hernandez had provided during her absence.

Board member Greg Brown asked why enrollment has been down and is requesting what type of methods/approaches are being utilizing at this time to reach community outreaches. He asked if we were using Google Ads, Fortnite Ads, Facebook, etc. Board is requesting that Ms. Hernandez report on this at the next board meeting. Board president Muscat asked if Ms. Hernandez could provide retention rate information at the next board meeting as well. Board Member Amy Long indicated we had previously had this conversation and was inquiring as to whether or not follow up interviews with students had been occurring. She also asked how does feedback from student exit interviews tie into the marketing strategy?

CMU Personnel Audit

Michelle Sarkody shared on the CMU Personnel Audit, which had been held last week at the WAY Michigan office. Board thanked Ms. Sarkody for all her hard efforts on the successful audit.

VII. Treasurer Report
A. Discussion Items:
1. September 2018 Financial Statements

Thea Daniels shared on the September 2018 Financial Statements and provided the board with a handout. Ms. Daniels shared the Quickbooks system had malfunctioned, which required the finance department to manually write in some of the corrected numbers on the handout. Ms. Daniels shared that WAY Michigan now has a credit card available and this information is provided on last page of report. Board Member Gregory Brown asked if we have any dues and subscriptions to pay in the future? Ms. Daniels shared that Kelli Glenn will report out on this question at the next board meeting.

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Board member Greg Brown asked what type of information is shipped? Ms. Daniels reported that monthly newsletters, and parent information is mailed out on a regular basis. Board member Brown asked for clarification on why shipping is overbudget? Board Member Amy Long inquired as to whether or not we had to get a credit card with a membership fee? Ms. Daniels shared the length of establishment of the school determined what credit institute would extend credit to WAY Michigan.

B. Actions Items:

1. Accept September 2018 Financial Statements

It was moved by Christine Muscat and seconded by Greg Brown to approve the September 2018 financials as presented. All members voted with Aye. There were none opposed. Passed unanimously.

2. Accept the 2017/18 Annual Audit

It was moved by Christine Muscat and seconded by Amy Long to accept the 2017/18 Annual Financial Audit as presented. All members voted with Aye. There were none opposed. Passed unanimously.

VIII. Correspondence

CMU 2017/18 Fiscal Year Report – Board acknowledged receipt of this information.

IX. Central Michigan University liaison updates: Not in attendance

X. Old Business

A. Discussion Items: None.

B. Action Items: None.

XI. New Business

A: Discussion Items:

1. Dickinson Wright Invoice 1287989

Thea Daniels shared the Dickinson Wright invoice was for work on the 2018 State Aid Note.

2. Board Member Thea Hines Resignation Letter – Board President Muscat shared Thea Hines resignation letter with the board.

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B: Action Items:

1. Approve Dickinson Wright Invoice 1287989

It was moved by Christine Muscat and seconded by Gregory Brown to approve the Dickinson-Wright Invoice #1287989 in the amount of \$1,316.10 as presented. All members voted with Aye. There were none opposed. Passed unanimously.

It was moved by Christine Muscat and seconded by Gregory Brown to accept Board Member Thea Hines resignation letter as presented. All members voted with Aye. There were none opposed. Passed unanimously.

XII. 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.

XIII. Adjournment


It was moved by Christine Muscat and seconded by Amy Long to adjourn at 6:48 pm. All members voted with Aye. There were none opposed. Passed unanimously.

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Minutes Certification:

Approved minutes of October 17, 2018 Regular meeting respectfully submitted,


Board President

11/28/2018
Date