**Informational Meeting Minutes**

**W-A-Y Academy Flint**

**(Informational Meeting)**

**Date: February 24, 2022**

**Members present: No Quarum Present**

**Howard Buetow, Lori Wright, Devontae Powell,**

**Others present: Jean Pash, Isaiah Pettway, Shelli Smith, Melissa Weisberger, Trena Braswell**

**Meeting Called to Order @ 6:30pm**

**Roll Call Attendance**

**Howard Buetow (Genesee County)-Present**

**Lori Wright (Genesee County)-Present**

**Kelli Glenn (Washtenaw County)-Absent**

**Devontae Powell (Genesee County)-Present via zoom**

**Agenda**

* Agenda and Minutes for last month’s board meeting will be approved at next month’s board meeting.
* Public Act 48 Benchmark Report is the only thing out of the ordinary.

**Call to the Public:**

* Read by Howard Buetow-no public present or commenting.

**Correspondence**

* **FOIA Request**
  + Supt. Pettway mention that the FOIA Request was received from the Michigan State Board of Education. He mentioned that every charter school in Wayne, Oakland, Macomb, and Genesee County must complete the request. The FOAI Request must be responded in a timely manner. Unfortunately, the request was not received timely due to a delivery delay with the US Postal Service. The request has been addressed, and all the contracts requested have been provided.

**Old Business**

**New Business**

**Educational Service Providers Report**

* **Superintendent’s Report**
* **Program Updates (W-A-Y Programs)** 
  + Keri Sitar is no longer with WAY Program. Jean Pashakarnis has been serving as the new Interim Finance Director. She is the main candidate for the accountant position.
  + W-A-Y Program Accountant: looking to hire a new accountant to replace Jean Pashakarnis. Her name is Anne Reese.
  + Tom Tebeau from MSBO has been contracted to provide support in the transition and training for Jean Pashakarnis as the Finance Director.
  + The new Professional development coordinator Holly Ploch. She will be a part of our meeting next month to be able to put a face to the name.

**Enrollment/Recruitment/Marketing**

* + Spring Count is almost completed. There was no significant drop in enrollment from the fall count. The school is in the final Stages of competing the two-way communications so that every student can get counted.
  + Projects: revamping the current website (ongoing)
  + WAY Academy Enrollment-all 25E students have been reported and counted.
  + Enrollment planning for 2022 is we underway. Director Shelly Smith is already planning for a couple of enrollment fairs. She is currently editing a video for virtual open houses. There is a meeting happening next week with the school located close to the flint campus to discuss recruiting and enrollment.
  + Focus: ***Perfected online option for students looking for rigor, relevance, and relationship.***

**Academic Updates**

* + Test Preparation for State testing is underway. (WIDA; M-Step;PSAT). WIDA is the assessment given to ELL students, which stands for English Language Learners.
  + Benchmark testing is being conducted. (Winter)
  + There are some dates that they are looking into for possible graduation ceremony.
  + Focus: ***Managing learning loss; Multi-Tiered Systems of Support***

**Personnel Updates**

* + The Flint Campus has every position filled. We are looking into ways to keep and come up with incentives for staff members that are with us.

**Legislative/Authorizer Updates**

* + Consolidated Grants Application is live-completed and turned in on by January 6th for retroactive usage of July 1st. (MEGS+ and NEXYS). Since July 1st , the cost for all positions has and continues to be covered from the general funds. The finance director will be able to access funds and request reimbursements upon approval of the application.
  + **ESSER III**: Last month Kelli shared information about her board professional development. Funds have been earmarked; Stakeholder input is being sought out. Stakeholder surveys have been sent out and the district had to hold a public forum. Both these tasks have been completed. The feedback from the surveys have come in and the team is in the process of using that information to plan and budget how to use the money. Ms. Shelly Smith has done an amazing job planning how the program could be furthered using those funds. As a point of reference, the ESSR III funds are to be spent over the course of 3 years, until 2024.
  + Alternative Education Site Certification was turned in 2/10/22. This means that the state is giving letter grades for school’s performance and accountability. Schools labeled as an Alternative Program are exempt from the letter grade. Instead of a letter grade the Academy will receive a summary of the school.
  + **Highlights:** DirectorShelly Smith and her team had an amazing professional development. It was specific on mental health and some CPR Training. It was good, and it will help shape the responses from the students. One of the students that attended the WAY Program in Mt. Pleasant, unfortunately took their own life this past month. The training that the staff went through will help them identify and recognize the needs of students. Help staff seek proper referrals and avoid this type of tragedies.

**Director’s Report**

* Ms. Smith shared the following:
  + For the month of January please keep in mind that the students and staff were all virtual due to high covid cases. There were 3 researchers that dropped from the school and 3 that enrolled. This kept the enrollment at 89 students, which has been the highest number of students that there has been all year.
  + In the month January there usually is high number of students enrolling with us because of Mott High School and Community College. There is a good rapport with the school, and they normally send students that will not graduate with them to us to complete the courses needed and earn their HS diploma.
  + Enrollment by grade numbers shifted drastically this month because there were several students that were promoted to high school. Ms. Smith identified who had enough credit to move grade levels so that the students can take the proper state assessment.
  + Total credits this month dropped down to 18.74. Director Shelly Smith response is that this is the consequence of when students don’t come to the building. February’s credit attainment so far is going up even with the couple of snow days.
  + Administrative Assistant Lisa Washington was able to enroll 7 students even though the month of January was a virtual month. It is a huge accomplishment to be able to complete the enrollment and their induction virtually. Lisa gets the credit for the enrollments and the Immunization State Report at WAY Academy flint was at 100% thanks to her as well.
  + Ended the month with 91% of the EDPs completed. That means they finished all the work for the staff to be able to write up their EDP plans and get parent signatures. Susan Wagner is working diligently to get the EDPs signed by parents and submitted. Once finalized they will be added to a binder.
  + Ms. Smith shared that the staff did go through a PD on mental health training. She said that there have been a couple opportunities to do social and emotional learning and trainings because the school has been virtual. The last professional development was a QPR Training. This was done because the team is aware of students who are receiving counseling. All the teachers were certified in QPR training (stands for Questions Process and Respond). It’s referenced as the CPR for suicide. Ms. Smith mentioned it was good and opened a lot of discussions. One of the things the staff is doing now is, there are posters around the building, and they make ask and make students put sticky notes about how they feel. Surprisingly the students are being honest and are identifying when they are in a dark place.

**Public Act 48 Report Benchmark Report (Winter)**

* Ms. Smith shared the following:
  + The goals, for both 7-8 & 9-12 were that 50% of the students would meet their growth target by the spring. So, for the winter anyone who had any growth was great they are on the right track. The team started testing the students at the beginning of February and the last day is on Monday the end of the month. 13% as of the middle school students have tested and 8% of the high school students, out of 10% of the students that we chose.
  + She shared that since they decided to have 50% of the researchers meet their growth target by the spring, they would not have everyone tested for the winter. They targeted about 35% students which makes up 40% of their student body. They decided to test and target anyone who did not test in the fall. Students like the 25E students that came in later in that year, the Title I students receiving interventions and the special education students as well. Based on that 75% of those tested did meet their gain goals in reading. They met a 50% gain in reading and overall, 45% goal and 60% gain overall. As of today 77%, of the 35 students have been tested but we still need a couple more to catch.

**Treasurers Report**

* **December 2021 Financial reports** 
  + Ms. Jean Pash announced that the State Aid Payment was received in the amount of $75,042.70. The Accounts Payable was $337,223.90. The payroll for the month of January added up to $19,441.94. Monies Transferred to Program and applied was $83,305.38. The new invoices were only $340. The accounts payable as of Jan. 31, 2022, was $ 273,746.00. Payroll Liabilities was $35,212.87. Request for transfer in the amount of $7427.02. The biggest thing financially as of now is waiting gone the consolidated apps to be processed.

**Training**

* **No training to share.**

**LSSU Liaison Updates**

* Ms. Melissa Weisberger mentioned that the annual System of Support document layout is available on the website if you wish to see it.
* Angie Irwin will be doing one more PD this year. It is on April 18, 2022 and it called Evaluating Critical Relationships. If there is a reason you cannot attend, they always record them and add them to the websites in about two weeks.
* She is reminding the school that any student graduating from an LSSU School is automatically accepted into LSSSU. To let her know of any student interested and to announce it to students.
* She asked everyone to please be vigilant of more board members there needs to be at least one more.
* If school district is looking to expand by grade level or anticipate increasing enrollment by 15 or more students for next year remember to complete the MDE new and expanding form no later than April 15th.
* MAPSA Charter school week May 9-13 is now being held live this year.
* Anyone who helped with accreditation a special thank you. The school was accredited, and they mentioned that the report was completed wonderfully. There will be a follow up meeting to give feedback on the report next Wednesday. Everything was very positive.

**Board Committee Reports**

* **Policy Report:** No meeting was held

**Announcements**

* No announcements

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

**Adjournment**

Meeting adjourned at 7:05 pm

Minutes submitted by: Alexandra Guzman