

Board Meeting Minutes
W-A-Y Academy Flint
(Annual Reorganizational Board Meeting)

Date: June 22, 2023

Members present: Howard Buetow, Lori Wright, Angela Izzo, Kelli Glenn

Others present: Shelli Smith, Isaiah Pettway, Trena Braswell, Alexandra Guzman, Sherry Lynem, Melissa Weisburger

Meeting Called to Order @ 6:31 pm

Roll Call Attendance

Howard Buetow (Genesee County)- Present

Lori Wright (Genesee County)- Present

Kelli Glenn (Washtenaw County)-Present

Angela Izzo (Genesee County)- Present

Approval of the Agenda

- Motion moved by Lori Wright /2nd by Angela Izzo
- Roll Call Vote: Lori Wright (Y) Howard Buetow (Y) Angela Izzo (Y) Kelli Glenn (Y).
Motion carries.

Call to the Public:

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

Annual Board Reorganization (Motion list attached)

- President: Kelli nominated Lori Wright / 2nd by Howard Buetow
- Vice President: Howard nominated himself / 2nd by Kelli Glenn
- Secretary: Kelli Glenn nominated Angela Izzo / 2nd by Howard Buetow

Consent Agenda

- Approval of May 18th, 2023 Regular Board Meeting Minutes.
- Motioned by Howard Buetow /2nd by Kelli Glenn
- Roll Call Vote: Lori Wright (Y) Howard Buetow (Y) Angela Izzo (Y) Kelli Glenn (Y).
Motion carries.

Election of Board Officers

Motion to Accept the reaffirming of the board:

- Board President-Lori Wright
- Vice President- Howard Buetow
- Secretary- Angela Izzo
- Treasurer- Kelli Glenn

Motioned by Kelli Glenn / 2nd Angela Izzo

- Roll Call Vote: Lori Wright (Y) Howard Buetow (Y) Angela Izzo (Y) Kelli Glenn (Y). Motion carries.
-
- A. Adopt the 23-24 Board Meeting Calendar: Currently held on 3rd Thursday of the Month.
 - B. Designate Person Responsible for Posting Notices: Currently handled by the Administrative Assistant.
 - C. Designate Location of Public Notices Postings: Currently posted in front of entrance of the campus site and on the website.
 - D. Designate Principal Media Source: Currently Flint Journal and M-Live.
 - E. Designate Depository for Academy Funds: Chase Bank
 - F. Designate Board Members and Other Eligible to Sign Academy Checks and Transfer Funds: Board President, Treasurer and Director of Finance.
 - G. Designate Personnel Authorized to Negotiate and Implement Contracts: Board President, Superintendent and Director of Finance.
 - H. Appoint Board Legal Counsel: Dickinson-Wright PLLC
 - I. Appoint External Independent Auditor: Taylor and Morgan
 - J. Designate Sexual Harassment & Title IX Contact Person: Currently Superintendent.
 - K. Designate 504 Contact Person: The Academy Director
 - L. Bond the Board President & Treasurer:
 - M. Designate Chief Administrative Officer: Board President
 - N. Approval of the Course Catalog as Presented: Superintendent
 - O. Comply with Academy and Charter and State and Federal Law
 - P. Designate Board Correspondent: Board Secretary.
 - Q. Designate the Academy's AHERA Officer: Director of Finance.
 - R. Designate Freedom of Information Act Contact Person: Director of Finance.
 - S. Designate Liaison for Homeless Children and Youth as Authorized under TITLE VII-B: School Social Worker
 - T. Designate Civil Rights Representative: Superintendent.

Motion to Accept Letter A-T Designations

Motioned by Kelli Glenn / 2nd by Lori Wright

- Roll Call Vote: Lori Wright (Y) Howard Buetow (Y) Angela Izzo (Y) Kelli Glenn (Y). Motion carries.

Correspondence

- None

Old Business

- None

New Business

Discussion Items

Educational Service Providers Report

- **Superintendent's Report**

Isaiah Pettway shared the following:

- **Program Updates (W-A-Y Programs)**

- The lease and ESP agreement are still under negotiations.
- The ESP agreement is expected to be completed soon. The attorney for WAY Program and the boards attorneys met with DYKEMA (LSSU's Attorneys). They have secured the language to finalize the agreement. Their recommendation from them is to give Lori Wright (The Board President) the authority to sign on behalf of the board as long as all the requirements from the authorizer are met. The major change from the ESP agreement was moving from a sweeping agreement to be able to apply for State Aid Borrowing each year. They believe all documents will be ready and submitted by the June 30th, 2023, deadline.
- The recommendation of the board's attorney and ISD is to vote to empower someone to sign on behalf of the board once it is completed. There was no significant increase on the rent amount. The only issue was the terms of the lease. The landlord only wanted to give a one-year lease. The authorizer didn't approve, they wanted the lease to run along with the charter. The landlord wanted the language the authorizer was requiring, and it was sent to him. Now they are waiting for them to respond. Amy the boards attorney has been working with all parties involved on this.
- Introduced Shery Lynem, the new Director of Finance.

Director's Report

Ms. Smith shared the following:

- Enrollment this month was at 77 students. There were 9 graduates in the month of May. This is an improvement compared to last year's past enrollment during this time. The administrative assistant Lisa Washington has been in contact with 26 interested families. Multiple tours have been made throughout the month of May. 5 students were officially accepted and will start in August.
- Biggest grades for enrollment are 9th and 10th grade.
- Total credit researchers earned in May was 38. The drop in credit attainment was expected due to students working on longer projects this month. They are now completing and obtaining that credit to count in June.
- Average credit attainment was 0.50 which still met the expected 0.50 average credit attainment.
- The seniors had the most earned credits this month.

Points of Pride:

- There was a total of 15 graduates that participated in the graduation ceremony on June 8th, 2023. Everyone brought their families; it was very crowded and there was a lot of support.

- In May there was a field trip to the Charles Wright Museum of African American History.
- May 12th There was a district training on Trauma. It occurred at the Flint Campus.
- The entire staff took part in weekly meetings this month to complete the School Improvement Plan and its ready to submit. The staff met after-school to complete it and were able to get paid through the TAG grant for planning purposes. It offset the cost of extra funding.

PA48 Report

- In Math, 9% of students met the Achievement Target.
- In Math 21% of the students met the growth target. Meaning students didn't meet their target but they did show growth.
- In Math, the Median was 24%.
- In Reading, 22% of students met the Achievement Target.
- In Reading, 35% of the students met the growth target. Meaning students didn't meet their target but they did show growth.
- In Reading, the Median was 25%.
- The highest achievement subgroups were noted.
- Kelli asked what does SCGP stand for and what does it measure?
- Ms. Smith shared it stands for Student Conditional Growth Percentile which is the percentile they fell in. Students are expected to grow 180 points (a point per day of learning). The general goal is to obtain at least 50 points.
- Isiah pointed out a subgroup of male and female. You don't want there to be a gap but if its more than 10-point significant. It means that you will need to plan more support.

Treasurers Report

Director of Finance Sherry Lynem shared the following May 2023 Financial reports:

- State Aid Payment Received \$83,701.96
- Monies Owed to WAY Program as of March 31, 2023, \$324,995.35
- Monies Transferred \$80,000.00
- Accounts Payable as of May 31, 2023, \$321,567.23
- Payroll Liabilities was \$43,905.64.
- Request for transfer in the amount of \$80,000.00 for the month of May.

2022-2023 Final Budget Amendment June 22, 2023

Director of Finance Sherry Lynem shared the following:

- The current budget amendment is as current and accurate as possible.
- There was in a deficit of \$57,189.00 at the end of last year.
- There is a zero-fund balance at the end of this school year.
- In the May meeting Sherry shared she had a disclaimer that the budget was prepared by someone else. She did prepare this budget amendment that is being presented today.

2023-2024 General Fund Original Budget June 22, 2023

Director of Finance Sherry Lynem shared the following:

- They are projecting that the ending fund balance on June 30, 2024, will be \$90,764.00.
- Last year the state of Michigan only paid WAY for a total of 98 students enrolled.
- The one thing giving it a positive fund balance is the projected increase goal of 100 students enrolled this year. Giving them additional state revenue and a positive fund balance.
- Supt. Pettway shared that the ESSER funds will be going away next year and there will be a reduction in Title funding in the upcoming years allocation.
- Ms. Lynem was happy to see that they did have sustainable expenses with the ESSER funds. They did not make the same mistakes as other districts. Other districts hired people with ESSER funds and now that they are going away people will have to be laid off.
- One of the issues noticed by administration was that many expenditures were overdrawn and the 22-23 budget. The plan this year is to present quarterly updates to the board to verify they are in line for the school year. They will present it year to date to make sure they are not going over the budget.
- Director Shelly shared that this is the first time she has seen the budget. She asked when she will be able to see the line items. She would like to be able to plan for the return of the students in August. Ms. Lynem said she could review it with her by the end of next week and will share the line items with the board as well.
- Board Secretary Howard asked if there were going to be any major changes with the going away of the ESSER funds. Supt. Pettway explained that they looked at the 5 major areas identified through a community survey input. They decided to purchase resources they could buy one time but would be able to use for years to come. A significant portion of the funds went towards technology. Another major part of the funding was used to offset the cost of Microschools. Microschools went away so the cost is no longer there.
- Supt. Pettway also shared that as the school grows and enrolls more students one thing that has been proven to be beneficial was retention bonuses. This is something that he recommends looking into regularly if possible. As everyone knows charter schools pay significantly less than public schools.
- There are two people that were hired and paid with ESSER funds. The state recommended that the school should hire a social emotional counselor and a paraprofessional. After covid some of the money needed to be spent on mental health development. The two employees are still funded through the end of the year.
- Board Treasurer Kelli mentioned applying for 31AA money to offset the cost of those employees.
- Supt. Pettway mentioned that traditional schools have already been given an idea of how much they qualify for. Public School Academies schools have not.
- Ms. Lynem shared that she believes that with the 31AA funding you can only pay for staff hired after the grant is given.

State Aid Note Borrowing

Supt. Isaiah Pettway shared the following:

- WAY Academy will be applying this year for the state aid note borrowing. They have started preparing all the resolutions necessary to have them signed by the board.
- The purpose is to borrow the funds to cover the operating expenses from July to October. These are the months that they don't receive state aid payments.

Insurance Renewal

Superintendent Isaiah Pettway shared the following:

- Coverage is the same and there are no material changes. There was a small increase in the premium but nothing significant. The coverage met the Hyland requirements.
- Board Treasurer Kelli went over the numbers and let the board know the premium went up about \$250. Her current district insurance premium went up about 33%.
- Supt. Pettway said the Business Office put in a lot of work to keep the rates relatively small.

Gas Cards for Board Members

- Supt. Pettway asked how the board members would like the process for the gas cards to be.
- Board Treasurer Kelli shared that she thinks they should follow the IRS recommended mileage rate which is 0.655.
- Board Secretary Howard agreed and said the mileage should be pulled from MapQuest from the board members home to the meeting and back.
- Supt. Pettway confirmed with the board members that they would like to be reimburse in December and June for the 6 months prior board meetings they attended.

Training

- Board President Lori completed a training on board meeting minutes. She shared there are 5 different types of meetings: organizational, budget hearings, regular, rescheduled and cancelled. Minutes are taken to protect the board and it is a legal living document.

Action Items

Approval to Accept Financials Report for May 2023

- Motioned by Kelli Glenn/2nd by Angela Izzo
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve the 2022-2023 Budget Amendment

- Motioned by Kelli Glenn/2nd by Howard Buetow
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve the 2023-2024 Proposed Budget

- Motioned by Kelli Glenn/2nd by Howard Buetow
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve State Aid Note Borrowing

- Motioned by Kelli Glenn/2nd by Howard Buetow

- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve Insurance Renewal

- Motioned by Howard Buetow /2nd by Angela Izzo
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve of the 23-24 Student/Parent Handbook

- Motioned by Howard Buetow /2nd by Angela Izzo
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Approve Purchase of Gas Cards for Board Members

- Motioned by Howard Buetow /2nd by Angela Izzo
- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

Authorize Board President Lori Wright to Execute the upcoming Lease and ESP Contract

Motioned by Kelli Glenn/2nd by Howard Buetow

- Roll Call Vote: Howard Buetow (Y) Lori Wright (Y) Angela Izzo (Y) Kelli Glenn (Y)
Motion carries.

LSSU Liaison Updates

Melissa Weisberger shared the following:

- Every board member needs at least 2 hours of professional development every year.
- Board President Lori has one, she still needs one more.
- Next year it will become a part of the governance and compliance report given every year through your board ranking.
- Board Treasurer Kelli shared she likes the idea of getting there an hour prior to the meeting to complete the professional development together.
- If anyone needs the link to the professional development website let her know and she can share it.
- She interviewed a potential new board member, Veneta Watt. She was present at the last board meeting. She attended the meeting via zoom and submitted her application as well.
- There is another pending potential board member interested.

Board Committee Reports/Comments

- **Policy Report:** None

Announcements

None

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

Adjournment

Motion to adjourn: Kelli Glenn / 2nd by Angela Izzo

- Roll Call Vote: Lori Wright (Y) Howard Buetow (Y) Angela Izzo (Y) Kelli Glenn (Y).
Motion carries.

Meeting adjourned at 7:50 pm

Minutes submitted by: Alexandra Guzman

Minutes Certification:

Approved minutes of June 22, 2023 Regular Meeting respectfully submitted,

Lori Wright

Board Secretary

07 / 15 / 2023

Date

Signature Certificate

Reference number: ZM6ZZ-E5QK2-YGZGI-JWERK

Signer

Timestamp

Signature

Lori Wright

Email: lori.wright@wayprogram.net

Sent: 15 Jul 2023 19:40:00 UTC
Viewed: 15 Jul 2023 19:42:32 UTC
Signed: 15 Jul 2023 19:42:58 UTC



Recipient Verification:

✓ Email verified 15 Jul 2023 19:42:32 UTC

IP address: 174.25.161.182
Location: New Lothrop, United States

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