

# **Board Meeting Minutes**

## **W-A-Y Academy Flint**

### **(Regular Board Meeting)**

**Date: February 24<sup>th</sup>, 2024**

**Members present: Venetta Watt Tucker, Howard Buetow and Kelli Glenn**

**Others present: Shelli Smith, Sherry Lynem (via zoom), Melissa Weisburger, Isaiah Pettway, Trena Braswell.**

**Meeting Called to Order @ 6:32 pm**

#### **Roll Call Attendance**

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

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

**Venetta Watt Tucker (Genesee County)- Present**

**Sanford J. Edwards III (Genesee County)- Absent**

#### **Changes to the Agenda**

- Add Virtual School Day Plan (21f)
- Add Re Election of two board members in June.

#### **Approval of the Agenda with the changes**

Motion moved by Kelli Glenn /2<sup>nd</sup> by Venetta Watt Tucker

- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Call to the Public:**

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

#### **Consent Agenda**

- Approval of January 18<sup>th</sup>, 2024, Regular Board Meeting Minutes.

Motion moved by Kelli Glenn /2<sup>nd</sup> by Venetta Watt Tucker

- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Correspondence**

- None

#### **Old Business**

- None

## **New Business Discussion Items**

### **Superintendents Report**

*Superintendent Isaiah Pettway announced the following:*

#### **Program Updates:**

- Executive Director Madeline Black secured a plaque honoring Lori Wright. Supt Pettway asked Board Pres. Howard Buetow to reach out to the family and see if someone can come out to the march meeting to present the plaque to them.

#### **Enrollment, Recruitment & Marketing:**

- Enrollment in January was at 86 students and now it has gone up to 95.
- As a reminder they are fully funded at the 100-student enrollment.
- Spring Count Day was February 14<sup>th</sup> and it is 10% of the funding.
- One change was Two Way Communications are now being used to count attendance purposes.
- Director Shelly Smith and the WAY Academy Flint Team have already started recruiting with the community by partnering up with local organization and talking to students at neighboring schools about the school.

#### **Academic Updates:**

- The school has completed the Winter NWEA Testing. This is the mid-year check point to make any adjustments for students until the spring testing. The contractual comparative scores are only Fall to Spring.

#### **Personnel Updates**

- Director Shelly Smith was able to gather some additional funds with the Regional Assistance Grant (RAGS) with GISD. They approved a grant funded position for an Academic Success Coach. There are 3 interviews scheduled to happen tomorrow.
- This position has been filled quickly and the young lady hired will start on Tuesday.

#### **Legislative & Authorizer Updates**

- Currently in the amendment period for the Consolidated Grants Application. No Material changes was necessary only language changes needed to be done. Initially they submitted a salary breakdown for staff but then realized the staff doesn't work directly for the board because they are hired through the management company.
- They applied for additional Grants like the 23G, Michigan Kids on Track Grant. They were awarded the grant in the amount of \$8,748 to offset the cost of the summer school program this year which will focus on Math and Science.
- They also received the 31AA grant, School Safety and Mental Health grant. They have received preliminary approval of those funds. This will help them purchase additional security for the school safety and offset the cost of the salary of the social and emotional counselor. The grant she currently is getting paid through will end at the end of this school year.
- They were notified of the numbers of students receiving special education services and they did receive additional funding. Mrs. Lynem will be able to share

additional information to the board when she reviews the budget and deficit of elimination plan because it impacted those numbers as well.

### **Superintendent Highlights:**

- There was an increase in enrollment. The administrative assistant, Mrs. Lisa Washington and Director Shelly Smith have been working together to get those numbers up while retaining the current students as well.
- The impact on culture and climate that they have been working on has been noticeable the approach of creating a community at the school. They just celebrated Valentine's Day. They had an event and called it "The Palentine". All the decorations were amazing.
- Supt. Pettway invited the board to follow the schools Facebook page to view the culture and climate of the school at the suggestion of board member.

### **Director's Report**

*Director Shelly Smith shared the following:*

- The enrollment of students for the month of January was 86. Now middle of February 95 students. The 9th grade is the biggest class enrolled.
- Credit attainment was rough throughout the month of January because of snow days and holidays. They were 10 days of school scheduled in December and 9 days in January.
- The credit average total credit average attainment for January was 23.7 credits at an average of 0.28 which means they did not meet the half a credit goal. 10th and 11th graders earned most amount of credit.

### **Points of pride:**

- There were 9 researchers with perfect attendance in January despite the bad weather causing the roads to be challenging some of the days.
- 17% of the students earned more than the minimum required.
- Credit for the month was still earned despite the many snow days.
- They interviewed and are in the process of hiring for the Academic Success Coach position.
- A lot of the students like to write everywhere, when someone dies "long live".
- There was a young lady whose father passed away unexpectedly, and she was the one who found the body. There have been many similar stories like this one this year and the emotional counselor and social worker came together and made a presentation for the students about grief. The presentation was a amazing. Students have been encouraged to bring in a picture of the loved ones whether it's a person or a pet to hang up on a wall for all to share.

### **Treasurers Report**

*Director of Finance Sherry Lynem shared the following January 2024 Financial reports:*

- State Aid Payment Received \$302,073.21
- Monies Owed to WAY Program as of January \$170,190.80.
- Accounts Payable for November was \$36,595.45
- Payroll Liabilities (Two Payrolls & Healthcare) \$41,699.34
- Request for transfer in the amount of \$78,294.79

## **Deficit of Elimination Plan / Budget Amendment**

*Director of Finance Sherry Lynem shared the following:*

- The budget amendment was based on 99.77 students.
- The per pupil allowance foundation increased from \$9150 to \$9608.
- The budget deficit was in the amount of \$127,422. Some of the deficit's items were able to be offset by some grants.
- The audit had an unavailable revenue of \$71,850.
- The per-pupil funding increase was \$46,907.
- The 31a funding increase was \$39,962.00.
- The new grants that came in was in the amount of \$41,697.
- The new increased expenses were \$2,833.
- They estimated adjustment to variable expenses was \$50,000 in relocation cost that needed to be added. They mentioned they do need to be prepared if it does happen.
- \$68,859 increase in management fees
- \$5500 was the increase in management fees.
- At the end of June 30, they would be at a projected budget shortfall of \$48,482.
- Another deficit of elimination plan will need to be done for year two which is the 24-25 school year.
- For the new school year will begin with a budget deficit of \$48,482 with the per-pupil foundation allowance being \$9758 and the state aid member membership at 105 students they will receive a total of \$65,999.84.
- They did receive notification of additional funding for special education in the amount of \$3,800 per student. The state status report still says they are paying them at the 28.6% so it has not changed yet for the school year. Maybe next year will but it was added at the same 28.6% until they see it coming in.
- The beginning balance was \$127,422. The revenue is \$1,564,914. In expenses about \$1,485,974 estimated 23,24, 2425 ending fund balance of \$48,482.
- Superintendent Pettway pointed out to the board the significant increase in legal board fees this year because of the negotiations currently happening. Also, they intentionally added moving cost because it was it wasn't there initially. If they do don't end up moving and using the money, they will have \$50,000 to go towards the deficit amount.
- The deficit of elimination mirrors the budget just reviewed the state requires that the board adopts a budget that matches the deficit of elimination plan and submits it to the state.
- They reviewed the spreadsheet of the Deficit of Elimination Plan for the next 12.

## **23-24 SY Audit Letter**

*Ms. Sherry Lynem shared the following items:*

- The board received a letter from the auditors explaining the findings from the audit.

- The board is required to write a letter to respond to that letter that they received from the auditors as a part of the audit, the letter has to be presented to the board, signed, and uploaded into epicenter for LSSU to review.
- He presented the letter that states a short, the shortcomings, and how they will address them.
- There is also a corrective action plan attached to the board members packet needs to be accepted and signed by the board and voted on.
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## **Facilities Report**

*Supt. Isaiah Pettway shared the following items:*

- They have cleared and confirmed there are no building violations in the facility.
- The board was able to visit the new facility last night. Board President Howard, Executive Director Ms. Madeline Black, LSSU Representative Ms. Melissa Weisberger and the entire WAY Academy of Flint staff attended the visit.
- The staff shared that the cons of the building. The most important one being they would be losing the open room concept that they currently have.
- It allows for management of students and moving into a traditional school facility will oppose a challenge to their environment.
- There is also the possibility of needing more security staff, because of the two entrances.
- Losing several students but also the opportunity to gain more students.
- If a move needs to happen, they believe it is the best option.
- It was discussed with the new building landlord, the process and steps the school needs if they decide to move. A decision will need to be made at the end of March or the first week of April.
- The major cost and difference is the increase in utilities because there is more square footage. The church has agreed to renegotiate the utilities.
- Currently they pay \$25,700 a school year for building maintenance. They wouldn't have to pay that cost because it is included in the rent amount already.
- Superintendent Pettway shared there is another school interested in the new facility as well.
- For the current facility all issues were cleared up. The board and LSSU attorneys went through and identified the required language that needs to be in the lease agreement. Last year with the language required that there is that if there was environmental hazardous clause in the lease. The reason the landlord had an issue with it was because it made them responsible for any hazardous material dating back to the original signage of the lease. It made them responsible from the date WAY Academy moved into the building.
- The board's attorney Amy added the language that allows it to still exist in the current contract but only holds them accountable from this year until the end of the term. She sent it to the landlord. Superintendent Pettway and Director Shelly Smith sat down with the head of the Flint cultural center. He made it perfectly clear that they had no interest in them moving, then he reviewed the lease language and he does not see why it would be an issue once presented to his board.

- The ideal thing would be to stay at the current building Director, Shelly shared that with the open concept students right now are able to share and support each other all day. Regardless of the class they are in were as if they moved to the new building. They would only see the students in their class all day board president.
- Howard asked about transportation and superintendent shared, they would have direct access to the main bus line and they will provide to students bus tickets.
- There are more school children in that area that live around the school they discussed it was discussed with detailed the pros and cons of moving specifically at the financial state that the school is currently in,
- Ms. Melissa Weisburger proposed the board to make a resolution that if there is a need to move, they would move into the new location. It doesn't necessarily mean they will be moving the board. The WAY FLINT board meeting is March 21 and LSU has given a deadline to the landlord by March 5 for the contract to be signed board member

### **Board Member Search**

*Board President Howard Buetow shared the following:*

- There was a possible board member supposed to attend tonight's meeting wasn't able to make it due to traffic, but his application is already submitted and she has already interviewed them.
- The individual home submitted their application yesterday she will be interviewing, and the third individual said they were interested.
- The application was sent to them, but it has not been submitted and she has not heard back from them.
- The next steps are to have them attend a board meeting nominate them at the board meeting or the next one then the LSU board reviews paperwork and they take an oath in office
- superintendent. Pettway shared the two possible candidates are our pastors one is a social worker and the Flint native the other is a pastor and his cousin graduated from WAY Academy Flint in the past.

### **Board Recognition of Students**

*Supt. Isaiah Pettway shared the following:*

- They shared Mrs. Venetta Watt's request for categories to recognize the students monthly with the staff. The input they received from them was credited. Attainment attendance growth, most improved attendance, most improved academics, excellent behavior, grade average, productive member of the school community or leadership award they need to discuss, the next episode discuss how they voted how they will be voted on or awarded them.

### **Approval of the Virtual School Day Plan-21f**

*Supt. Isaiah Pettway shared the following:*

- The impacted peoples, and their parents are legal guardians will receive a letter explaining the plan of a virtual day of instruction. The communication to them will also outline the expectation of the student while on virtual days of instruction, and the expectation of the teachers during this time. It will also have a guide of what to do in case the technology given to them fails to work.

- The initial implementation will be made by sending home a letter to parents explaining the implementation of the 21st Century Virtual Plan. In the event of an emergency plan is to provide mass communication via robocalls, text messages and emails to all pupils and parent/guardians enrolled within the district. Within the communication there will be access to a zoom link students will be expected to login and meet with their mentor prior to doing work online.
- All students will have access to technology because they are provided with both computer and Internet service upon enrolling our district. This will give students access to login to Centric and continue working on any assignment as well as logging in via zoom during normal schedule time with teachers.
- All students will have access to all teachers and staff via zoom. The school has one zoom link that is provided to all students and available throughout the year in which teachers are required to login during the scheduled school day or work hours.

### **Training**

- None

### **Action Items**

#### **Approval to Accept Financials Report for January 2024**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Approval to Accept the Deficit of Elimination Plan 23-24 SY**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Approval to Accept the 23-24 SY Budget Amendment**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Approval, if necessary, to move the WAY Academy Flint to the 460 Affritton Road Location by July 1<sup>st</sup>.**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Renomination of Howard Buetow for another Board Renewal Term**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

#### **Renomination of Kelli Glenn for another Board Renewal Term**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

### **Approval of the Taylor and Morgan Response to Audit Letter**

- Motioned by Kelli Glenn/ 2<sup>nd</sup> Venetta Watt Tucker
- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

### **LSSU Liaison Updates**

*Melissa Weisberger shared the following:*

- Administrative retreat is going to be at Bay City on July 16<sup>th</sup>-19<sup>th</sup>, they will reimburse mileage for one car and one hotel room per site. If more want to go that is on the school. Great networking opportunity.
- Discussed the Recon issues and make sure they are being addressed.
- Mentioned she will be scheduling her spring visit to the building in April.

### **Announcements**

- None

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

### **Adjournment**

Motion to adjourn: Kelli Glenn / 2<sup>nd</sup> by Venetta WattTucker


- Roll Call Vote: Howard Buetow (Y) Kelli Glenn (Y) Venetta Watt Tucker (Y). Motion carries.

Meeting adjourned at 8:07 pm

Minutes submitted by: Alexandra Guzman

**Minutes Certification:**

Proposed minutes of February 15th, 2024 Regular Meeting respectfully submitted,

  
Venetta Tucker (Feb 27, 2024 11:38 EST)  
Board Secretary

Feb 27, 2024  
\_\_\_\_\_  
Date







# WAY Flint Board Mtg Proposed Minutes Cert 02.15.24

Final Audit Report

2024-02-27

Created:	2024-02-27
By:	Alexandra Guzman (alexandra.guzman@wayprogram.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAK-aUYXPRDzHDqzrFYb3Vys_JMgSYLQtB

## "WAY Flint Board Mtg Proposed Minutes Cert 02.15.24" History

-  Document created by Alexandra Guzman (alexandra.guzman@wayprogram.net)  
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-  Document emailed to venetta.tucker@wayprogram.net for signature  
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-  Signer venetta.tucker@wayprogram.net entered name at signing as Venetta Tucker  
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-  Document e-signed by Venetta Tucker (venetta.tucker@wayprogram.net)  
Signature Date: 2024-02-27 - 4:38:59 PM GMT - Time Source: server
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