

WAY Academy of Flint  
817 E. Kearsley  
Flint, MI 48503  
Board of Directors  
Annual Reorganization Meeting  
August 22, 2019  
6:30 PM  
MINUTES (Revised 9/13/19)

I. Call to Order by the President at 6:30p.m

Attendance Roll Call

Buetow x

Nelson x

Wright x

Cabine x

Spencer Absent

II. Approval of Agenda

Motion made to approve the agenda as presented by Melissa Cabine/Seconded by Angela Nelson. All members voted with Aye. There were none opposed. Approved unanimously.

III. Call to the Public- None

IV. Reorganization

Board President Howard Buetow discussed the Annual Reorganization Motions List and the Board Calendar with the Board Members. Board President Buetow stated that the only change would be to move the Annual Reorganization Meeting from August to June.

Motion made to approve the Motions List as presented by Angela Nelson/Seconded by Lori Wright. All members voted with Aye. There were none opposed. Approved unanimously.

V. Consent Agenda

A. Accept minutes of the June 2019 Regular Meeting

Motion made to accept the minutes of the June 2019 Regular Meeting as presented by Lori Wright/ Seconded by Melissa Cabine. All members voted with Aye. There were none opposed. Approved unanimously.

VI. Correspondence

Board President Buetow received the compliance report correspondence from Chris Ochelski (LSSU). The report indicated that WAY Academy Flint items were compliant.

VII. Old Business

Board President Buetow informed the Board Members that he called Attorney Jim Delaney regarding the legal bill related to the Michigan Civil Rights claim and recommended that the Board pay the invoice.

Motion made to approve the Thomas & Delaney invoice as presented by Howard Buetow/Seconded by Lori Wright. All members voted with Aye. There were none opposed. Approved unanimously.

## VIII. New Business

### A. Discussion Items

#### 1. Introduction of the New Director

Ms. Smith introduced herself to the Board and spoke about her background as an educator and her new position as the Director of WAY Academy Flint. Ms. Smith also mentioned that her goal would be to increase enrollment and develop partnerships within the community. Superintendent Black mentioned that she was satisfied with her decision for appointing Ms. Smith as the Director of the Flint campus.

#### 2. Superintendent's Report-Madeline Black

Superintendent Black mentioned that target marketing has helped to increase enrollment numbers for WAY Flint. Some of the marketing included mailing out 6,000 post cards, social media exposure, and school events. Superintendent Black also mentioned that she is working with Fabio Reis, (a WAY teacher and Marketing Assistant) to help with marketing on social media.

Superintendent Black suggested that WAY Academy Flint should have a partnership with the local news to gain exposure which would allow for more people to know about the school. Superintendent Black shared information the new online store and the items offered on the website.

Ms. Smith stated that she has worked at the County Fair, passed out flyers within the community, and planned school events to help to increase enrollment. Superintendent Black also mentioned the Positive Behavior Grant offered by the State, which would reward students with positive behavior.

#### 3. Director's Report-Shelly Smith

Ms. Smith discussed the June and July reports and stated that enrollment numbers were low due to students that graduated in June 2019. Credit attainment increased in the month of June to 1.32. Ms. Smith mentioned that credit attainment by grade exceeded the overall average credit attainment. Attendance numbers were low due to the students only attending 3 school days. Ms. Smith mentioned she would have the School Social Worker reach out to develop partnerships with organizations who assist students with trauma issues. Ms. Smith also mentioned that several students were interviewed to share their experience since they have been attending WAY. "Tell It Your WAY" and the video is posted on the WAY Academy of Flint website and social media. Superintendent Black mentioned the new YouTube videos that are uploaded of our students sharing their experience at WAY. Board Member Lori Wright asked if this information could be sent to the Board Members via email. Ms. Smith indicated that she would send the information out to the Board Members.

#### 4. Academic Goals and Progress Report-Madeline Black

Superintendent Black mentioned that there is an increase in the population of 9<sup>th</sup> graders. Superintendent Black said if the trend continues she would consider having 6<sup>th</sup> graders being able to enroll in the future.

#### 5. July 2019 Financial Reports-Kelli Glenn

Ms. Glenn reviewed the July 2019 Financial Statements with the Board. Ms. Glenn stated that Lake Superior State University remitted payment to offset board cost. Cash on hand and total liability matched cash on hand. The ending balance matched the cleared balance. The Profit and loss statements were reviewed and discussed.

#### 6. State Aid Note Lender Change (Authorizing Resolution)

Ms. Glenn mentioned that the Board Resolution in June was denied due to low enrollment with the Michigan Department of Treasury. Board President Buetow recommended that other lenders should be considered with a lower interest rate. Ms. Glenn stated that due to the current management agreement terms, the school would not be able to participate next year with the Michigan Department of Treasury. Ms. Glenn discussed the current authorizing resolution with Charter School Capital with the board and provided them with a handout. Angela Nelson suggested that in the future the management should be changed to accommodate the funding needed. Board

#### 7. Training

Board members Angela Nelson and Lori Wright both attended the recent LSSU Board and Leadership retreat. Board member Angela Nelson attended all budget breakout session. Board member Angela Nelson indicated that WAY seems to be abiding by all recommendations that were shared during the breakout session (i.e. WAY seems to be doing everything the right way and ahead of the game).

Board Member Lori Wright shared on one of the breakout sessions she attended which dealt with Board responsibilities and ensuring that school information on the website is updated. Board member Lori Wright shared that the retreat was informative. One of the breakout sessions that Board member Lori Wright attended provided additional information regarding Leadership Camps that are offered to students. Superintendent Black mentioned that she has also sent students to similar camps as well. Board President Buetow mentioned that college visitation would spark interest for kids to visualize attending college.

#### 8. Way Academy-Flint Insurance Proposal

Ms. Glenn discussed the proposals with the board. Ms. Glenn mentioned that the current deductible of 1,000 would cover crime and policy claims. Board Member Melissa Cabine inquired about auto insurance and what would be covered under the policy? Ms. Glenn stated that the blanket fee would cover employees if they were running errands during company time and injured. Board President Buetow asked Ms. Glenn if there was sufficient coverage for a Workman's Compensation claim? Ms. Glenn stated that based on errors and omissions requirements, and the Linebacker deductible, there would be coverage for occurrences. The policy would be reviewed annually to see if there would be a need for additional coverage.

#### Action Items

##### 1. Accept July 2019 Financial Reports

Motion made to approve the July 2019 Financial Reports as presented by Melissa Cabine/Seconded by Lori Wright/. All members voted with Aye. There were none opposed. Approved unanimously.

##### 2. Approve Authorizing Resolution with Charter School Capital/State Aid Note Change

Motion made to approve the Authorizing Resolution with Charter School Capital/State Aid Note Change as presented by Angela Nelson/Seconded by Melissa Cabine. All members voted with Aye. There were none opposed. Approved unanimously.

#### Roll Call Vote:

Nelson- Aye  
Cabine- Aye  
Wright-Aye  
Buetow -Aye

3. Approve WAY Academy-Flint Insurance Proposal

Motion made to approve WAY Academy-Flint Insurance Proposal as presented by Angela Nelson/Seconded by Lori Wright. All members voted with Aye. There were none opposed. Approved unanimously.

4. Mileage Options

Discussion was held around mileage reimbursements. President Buetow recommended approval of Lori Wright's mileage and bridge toll expense in the amount of \$317.17.

Motion made to reimburse Lori Wright's mileage and bridge toll expense in the amount of \$317.17 as presented by Melissa Cabine/Seconded by Angela Nelson. All members voted with Aye. There were none opposed. Approved unanimously.

Motion made by Howard Buetow to approve Angela Nelson's mileage and bridge toll expenses not to exceed \$400.00/Seconded by Melissa Cabine. All members voted with Aye. There were none opposed. Approved unanimously.

IX. LSSU Authorizer Liaison Report-Melissa Weisberger

Melissa Weisberger discussed the governance and compliance review of submissions to Epicenter. The evidence in all of the category submissions showed accuracy above 85 percent. All other categories were between 93 to 100 percent. Overall WAY Academy of Flint had a great report. This is sent out every year. For the past 3 to 5 years submittal rates have been consistent. Melissa Weisberger mentioned that Budget Seminar Retreat would help Board Members know what areas the school may need to improve on. Ms. Weisberger suggested the Board Members should attend a retreat every 2-3 years. She also mentioned that there would be an upcoming conference in Detroit which would feature a contract lawyer to discuss contract law.

Ms. Weisberger mentioned that it's a requirement to have at least 5 board members and suggested finding another board member. Board President Buetow suggested a parent or someone at a local church. Board Member Angela Nelson suggested a college student.

X. Board Committee Reports/Comments

Board Member Angela Nelson mentioned the WAY Academy of Flint Newsletter and Ms. Smith spoke on a couple of featured stories within the newsletter. Ms. Nelson was concerned about the new charter school within the area and suggested that a local news station should be invited to a Board Meeting to see how Charter schools are beneficial. This could help with stigma that parents may have of charter schools not being a good option. Other recommendations were to go out within the community to form relationships with the Flint Cultural Center, and the Flint Museum. Ms. Smith mentioned that she took a group of kids to the Flint Cultural Center for a field trip this year. Melissa Weisberger mentioned a report of Charter Schools vs. Public schools that indicated that Charter schools had 80-day growth, which indicates there is a trend that charter schools are a good option.

XI. Announcements-None

XII. Call to Public—None

XIII. Adjournment at 8:16 pm

Motion made to adjourn at 8:16p.m. by Angela Nelson/Seconded by Melissa Cabine. All members voted with Aye. There were none opposed. Approved unanimously.

## Motions List

### Election of Officers for 2019-20:

- A. President: Howard Buetow
- B. Vice President: Lori Wright
- C. Secretary: Melissa Cabine
- D. Treasurer: Angela Nelson

### Designations and Appointments:

- A. Adopt 2019-20 Board Meeting Calendar: 3<sup>rd</sup> Thursday of the Month – Review Board Calendar in packet
- B. Designate Person Responsible for Posting Notices: Building Administrative Assistant
- C. Designate Location of Public Notices Postings: Front Entrance of Campus Site
- D. Designate Principal Print Media Source: Flint Journal & M-Live
- E. Designate Depository For Academy Funds: Chase Bank
- F. Designate Board Members and Others Eligible To Sign Academy Checks and Transfer Funds: Board President, Board Treasurer & Director of Finance
- G. Designate Personnel Authorized To Negotiate And Implement Contracts: Board President, Superintendent and Director of Finance
- H. Appoint Board Legal Counsel: Thomas & Delaney
- I. Appoint External Independent Auditor: Taylor & Morgan
- J. Designate Sexual Harassment and Title IX Contact Person: Superintendent
- K. Designate Section 504 Contact person: Special Education Director
- L. Bond the Board President and Treasurer
- M. Designate Board President as Chief Administrative Officer
- N. Comply with Academy Charter and State and Federal Law
- O. Designate Board Secretary as Board Correspondent
- P. Designate the Academy's AHERA Officer: Director of Finance
- Q. Designate Freedom of Information Act Contact Person: Director of Finance
- R. Designate Liaison for Homeless Children and Youth as authorized under Title VII-B: School Social Worker
- S. Designate Civil Rights Representative: Superintendent

**Minutes Certification:**

Approved minutes of August 22, 2019 annual meeting respectfully submitted,



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Board Secretary



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Date