

Board Meeting Minutes

W-A-Y Academy Flint

(Regular Board Meeting)

Date: November 18, 2021

Members present: Howard Beutow, Lori Wright, Kelli Glenn, Devontae Powell

Others present: Isaiah Pettway, Trena Braswell, Kerri Sitar, Melissa Weisberger, Taylor and Morgan Audit Firm Representatives (Janet Fras)

Meeting Called to Order @ 6:38pm

Roll Call Attendance

Howard Beutow (Genesse County)

Lori Wright (Genesse County)

Kelli Glenn (Washtenaw County)

Approval of the Agenda

- Motion to approve amended agenda: Kelli Glenn/2nd by Lori Wright
- Roll Call Vote: Kelli Glenn (Y) Lori Wright (Y) Howard Beutow (Y). Motion carries.

Oath of Office

- Swearing in of new Board Member Devontae Powell.
- Mr. Powell read the formal oath of office aloud; he will sign and return to the Board Chair and LSSU; a final copy will be placed on file and sent to Mr. Powell.

Audit Presentation

- 2021 Financial Audit Presentation-Taylor and Morgan CPA and Business Advisors
- Review of the Independent Audit Report for year end June 2021. Taylor and Morgan provided an un-modified opinion. Review of the balance sheet for end of the school year June 30th 2021. The fund balance as of June 30th 2021 is \$4, 687.00. Due to a timing difference there will be a bit more than that as well. Due to the agreement with the ESP the fund equity is expected based on the agreement. \$16,542.00 was spent of the fund equity. This was due to a timing issue surround reimbursement from Grant sources.
- Internal Control Report-Report weakness in internal control. Material transactions related to the recognition of federal grant revenue were not recorded by the client in accordance with GAAP. The recommendation is additional “closing” procedures should be implemented to ensure grant revenues are only reported and recognized in the proper accounting period. (**Auditor noted this is common this year amongst academies due to the impact of COVID) The ESP business office has made the recommended changes based on the material weakness and recommendation.
- This is all recapped in the Management letter dated October 28, 2021.

Call to the Public:

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

Consent Agenda

- Approval of Regular Board Meeting Minutes October 21st, 2021.
- Motioned to accept the Consent Agenda: motioned by Kelli/2nd by Lori Wright
- Roll Call Vote: Kelli Glenn (Y) Lori Wright (Y) Devontae Powell (Y) Howard Beutow (Y). Motion carries.

Correspondence

- No correspondence to share.

Old Business

- No Items

Educational Service Providers Report

- **Superintendent's Report**

- Mr. Pettway discussed the following:
 - Mr. Pettway will be giving both the Superintendent's Report and Director's Report.
 - WAY Program Updates: Introduction of new Director of Charter Schools, Mrs. Trena Braswell. She comes to WAY with over 25 years of educational experience. She has already begun working with the team to cover ground needed for WAY Flint in particular. Mrs. Braswell greeted the Board and exclaimed her excitement for working with the Board and having a great year.
 - WAY Program has expanded the role and responsibilities of Mr. James Middleditch. He will be serving at the district level as the District Data Manager. He will be working directly with the schools to collect their data, analyze and interpret their data, and assist in making data driven decisions to drive the overall improvement of the school. The goal is to build capacity amongst the team to support the growth we are looking to see.
 - WAY Program has also created a position for a Professional Development Coordinator. This individual will be responsible for coordinating, providing, and overseeing the professional development for staff. Considering the learning loss of students due to COVID, the District has recognized a need to increase the capacity of the staff to ensure our ability to expedite student learning and mitigate learning loss. The goal is to provide quality professional development on the universal level and well as an individual level. Holly Ploch, a member of the WAY team currently will be assuming this role.
 - Enrollment; looking to launch the new website next month. It has been submitted for review. A link will be shared so that the Board can view it and provide feedback. Community Partnerships: The team is looking to build feeder schools. A meeting with a K-5 school in Flint to establish them as a feeder. The current number is 94; certified count number was 88; and 6 25E students. Ms. Smith, The Marketing Consultant and team, since June has worked to go from 64 students to 94 students.
 - District Professional Development: Focus for the P.D. was creating Researcher based environments. WAY Flint was used as the model for this. In

addition, there was development on STEM Integration and Positive Behavior Support Initiatives.

- Flint has been awarded approximately \$65, 000.00 in carryover funds from the R.A.G. funds. It has been advised to avoid using funds for salaries due to legacy costs. There is a concern regarding the enrollment number which means that Flint might not be identified. However, based on current enrollment trends it looks like the school will be over 100 students.
- WAY Flint went through their plan review by the ISD and received green across the board.
- LSSU Site Visit-Site visit of liaison Melissa Weisberg went well.
- WAY Flint was able to purchase podcast equipment using the compliance grant from LSSU. Program will begin soon.
- No personnel Updates: all open needed positions are filled.
- Legislative Updates: Consolidated Grants Application is live. It is a hybrid between NEXYS and MEGS+. It is due by January 7th 2022. As long as it is completed by the deadline approvals will be retroactive to July 1 2021.
- Superintendent Highlights: WAY Flint's Podcast soon to come; WAY Flint was able to earn 127 credits for the month.

Director's Report

- Mr. Pettway sharing Ms. Smith's report on the following:
 - Reporting on the Month of July: Enrollment dropped to 86 students. This was without counting 25E students. Majority of the WAY Flint researchers are in the 9th and 10th grade. This is a good thing because it gives the Academy a greater chance at keeping those students longer.
 - Credits Earned for the month was 107 by the end was at 127 credits earned.
 - The average credit attainment for the month was 1.21 credits for the month. The goal is .5 credits. 7th graders are leading in the number of credits earning this month. Ms. Smith and the team has created a robust plan to assist students in attaining credits each month.
 - Points of Pride: Count Day event hosted; Researchers were required to create a catapult as a project; Ms. Smith attended Professional Development; Researchers were able to attend a trunk or treat in the community; Researchers were able to attend at CSI sponsored field trip to the United World Mortgage Company in Pontiac; Recognized Breast Cancer Awareness Month.
 - Lab Attendance was at 84%; Online Attendance was at 47% due to some tech issues that had to be resolved.

New Business

- **Discussion Items**
 - October 2021 Financial Statements: Mr. Sitar reviewed the October balance sheet. There was a change in the formatting. Mr. Sitar has included the previous year's balance to assist in comparisons. There is a negative \$85 for cash. However, state aid payments are expected for the next year. Accounts Payable is high, however, as the State Aid payment comes in that number will lower. Payroll amount for the month of October is shared as well. The Budget is line with this time of the year

being 33%. The Bank Reconciliation, Credit Card Report, and all other support is provided and available on the Board Portal.

Training

- There were no trainings attended by the Board.

Action Items

- Audit Report
 - Motion to accept the audit report as presented by Taylor and Morgan: Kelli Glenn/2nd Lori Wright.
 - Roll Call Vote: Glenn (Y) Wright (Y) Powell (Y) Beutow (Y). Motion carries.
- October 2021 Financial Statements
 - Motion to approve the October 2021 Financial Statements: Lori Wright/2nd Kelli Glenn.
 - Roll Call Vote: Glenn (Y) Wright (Y) Powell (Y) Beutow (Y) Motion carries.

LSSU Liaison Updates

- Ms. Weisberger shared the following:
 - Congrats to Mr. Powell. Ms. Weiberger will be sending information sheet to Mr. Powell with all the information that he needs as a new board member. Professional development credit is available for watching the meeting link. A binder will be provided as well.
 - Board Members need to submit Conflict of Interest Forms to Melissa. She has 3 of the 4 members forms.
 - Melissa is updating her report and sending her report right after the meeting.
 - Links for interpreting the data reports, as well as the system of supports, is provided in the report as well.
 - Professional Development on November 16th on the role of the Board. The Board can watch it once it is posted and can receive a professional development credit.
 - LSSU is currently working on the portfolio for the Academy. Julie Hopper is working on the final reports. She is hoping to get a quick turn around on the data report. LSSU is comparing Fall to Spring for growth.
 - Financial reports are coming out from Becky in December.
 - A fifth board member is needed. Please continue to make recommendations as another member is needed. (Mr. Pettway has a candidate for consideration)
 - Site Visit- Shelly and her team have transferred the school to a place you want to be. The environment is set for learning and what is best for students.

Board Committee Reports

- **Policy Report-none**

Announcements

- GISD County Mask Mandate ends on December 22nd. The recommendation to the Board will be to continue the mandate in the school.

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

Adjournment

- Motion to adjourn: Lori Wright/2nd by Kelli Glenn
- Roll Call Vote: Glenn (Y) Wright (Y) Powell (Y) Beutow (Y). Motion carries.

Meeting adjourned at 7:28pm

Minutes submitted by: Isaiah Pettway

Minutes Certification:

Approved minutes of November 18, 2021 Regular Meeting respectfully submitted,

Lori Wright

Board Secretary

12 / 30 / 2021

Date

Signature Certificate

Document Ref.: JZJJ9-NQWYM-FXWRS-GTVHV

Document signed by:

	<p>Lori Wright Verified E-mail: lori.wright@wayprogram.net</p> <p>IP: 172.58.196.113 Date: 30 Dec 2021 17:36:49 UTC</p>	 
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