

Board Meeting Minutes

W-A-Y Academy Detroit

(Regular Board Meeting)

Date: Tuesday May 17, 2022

Members present: Michael Murray, Laura Chavez, Patricia Moesner, Danielle Bascomb

Others present: Jean Pashashakarnis, Isaiah Pettway, Cameron Nichols, Charles Hyman (attending via Zoom) and Alexandra Guzman.

Meeting Called to Order @ 6:04 pm

Roll Call Attendance

Michael Murray (Wayne County)

Laura Chavez (Wayne County)

Sheila Flanagan (Wayne County) -Absent

Patricia Moesner (Wayne County)

Danielle Bascomb (Wayne County)

Approval of the Agenda

- Motioned by Patricia Moesner/2nd by Laura Chavez.
- Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Danielle Bascomb (Y). Motion carries.

Call to the Public:

- Read by Michael Murray -no public present/no public comments

Accept Minutes

- Motioned by Laura Chavez/2nd by Patricia Moesner
- Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Danielle Bascomb (Y). Motion carries.

Consent Agenda

- Approval of March 15, 2022, Board Meeting Minutes
- Motioned by Laura/2nd by Danielle Bascomb
- Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Danielle Bascomb (Y). Motion carries.

Correspondence

Oath of Office for Board Member Danielle Bascomb

Oath of Office for Board President Michael Murry

- **School Fund Service Account (Excess Fund Balance)**
 - There is a letter that was uploaded to the board portal in regards t this. Supt. Pettway just wanted to notify the board that it has been taken care of.

- **W-A-Y Academy LSSU Reauthorization Update-**
Garnett Green shared the following:
 - Mr. Green could not attend the meeting.
 - Board President Murry read his updates and shared the following: LSSU is pulling professional development for the next school year. Any topics please share with them.

Educational Service Providers Report

Superintendent Isaiah Pettway shared the following:

- **Program Updates (W-A-Y Programs)**
 - W-A-Y Program is vetting out a new school accounting software.
 - Tom Tebeau from MSBO continues to provide support and training for Jean Pashakarnis as the Finance Director.
 - Revisions of Processes (Budget Review Meeting with Finance Committee)
 - Moving from QuickBooks to another system.
- **Enrollment/Recruitment/Marketing**
 - Social Media Blitz Underway; Google Ads (26 applications at Southwest and 24 applications at West thus far) Facebook will be the next phase for the blitz.
 - As a district 93% of the students reenrolled.
 - In the months of May and June there will be more rigorous enrollment efforts
 - Currently the Data Coach James Middleditch is working on establishing the enrollment numbers. Once that's done, they can set the final enrollment goal. Superintendent Pettway believed it is around 275 for the district.
 - Board President Michael Murry asked when the last time was the school had those in enrollment numbers. Superintendent Pettway replied, about two years ago the enrollment was at a height of 301. Then it dropped below 250, last June the district was at 162 and in September it jumped to 225 students as a district.
 - The current process is to take the re-enrollment numbers of the students coming back. Then look into the average applications that were received from open enrollment until count in the past. That number gets added to the number of students reenrolled to set the enrollment goal for the district.
 - Mr. James Middleditch, the data coach is still finalizing the numbers. Once done Superintendent Pettway will email them to the board.
 - The proposed budget will be presented at the June board meeting based on the final enrollment goal numbers.
 - He also shared that the schools are expecting a per pupil allowance. The governor is suggesting \$1000 more, and the state legislature is suggesting \$500 more. Everything is still pending until they come up with an agreement. Currently there is a \$8100 per pupil allowance. Between the governor and the state legislature suggestions it will be somewhere in between 8600 to 9100 per pupil funding for the next school year
- **Academic Updates**
 - Currently, the academies are done with state testing. Students are starting to take the benchmark assessment. This assessment is a requirement from LSSU. This time the data will be the comparative data. It will be used to compare with the fall and spring scores to see what progress students have made. The participation and

scores are looking good. Within the next couple of weeks, there will be more students finishing it up. A preliminary comparison report will be available for the board members to review in the June board meeting. As soon as the students are done, there will be a report comparison made from the beginning of the school year to the middle and end. The full report is where they will be comparing the schools scores with scores across the state. That won't be ready until the beginning of the next school year

- There is an increased number of graduates this year. The location of the graduation will need to be bigger. We are looking into a Central Baptist Church about 4 miles away from WAY Academy West. The date and time continue to be the same.
- Board President Murry asked if there is any correlation between those students that attend in person to the test scores.
- Superintendent Pettway replied, the only direct correlation is that students that come into the building more often have higher scores because they are receiving more help and guidance. Students online and at home are taking longer to complete more work. Students have live classes five days a week, they are only scheduled or assigned classes four days a week. Board President Murry asked for access to Centric to be able to navigate as if he was a student
- **Personnel Updates**
 - No updates
- **Legislative/Authorizer Updates**
 - Consolidated Grants Application is live-Completed and turned in January 7th and will be for retroactive usage of July 1st. (MEGS+ and NEXYS); Funds are now available for drawdowns to begin. **All amendments have been submitted and approved.
 - ESSER III Funds proposal was not approved. The moving expenses cannot be covered through ESSER III Funds. In order for the moving expenses to be covered by the ESSER III Grant, the school either has to own their building or have a 50-year lease. Originally, they had put in the budget for \$125,000 from the ESSR III funds aside for the move. They took that amount and went to the general budget and found something that was allowed to be covered by ESSR III Funds. That was then moved and freed up \$125,000 from the general budget. The good news is that it will still be covered from the extra money received just not directly from ESSR III funds.
 - The other part of the ESSER III Funds proposal was not kicked back. Once its approved Jean will be able to draw down from it.
 - The highlight of this is that within the proposal there was a social emotional counselor, a STEAM program with a coordinator for each campus. Retention bonuses for staff after 90 days of being at WAY for the next three years. Also, recruitment bonus, especially for special education teachers because of the shortage.
 - Board Member Danielle Bascomb asked what the salary of a special education teacher at WAY is. Supt. Pettway mentioned its between \$45,000 - \$50,000. At other districts it is between \$65,000 - \$75,000.

- It is a critical shortage area they will not be able to offer like other schools, but they will be able to offer a little more and a bonus. The school as a district needs a full-time teacher and a paraprofessional. At Southwest, they need a full-time person based on the caseload between the two schools.
- Within the ESSER III proposal, there is a reading program was created. The literacy program at West will focus-on reading comprehension and phonetic communication awareness The literacy program at the southwest campus will focus on language acquisition, and there will be a bilingual paraprofessional to oversee the program.
- **Superintendent's Highlights**
 - **Highlights:**
 - There is a student that came in as a 9th grader. He had difficulty at his other schools and said he wanted to graduate fast. He is 15 and today he is graduating high school. It speaks to the unique nature that the school offers to students.
 - The graduation ceremony is June 22nd, and the location is to be determined. It is before the board meeting so Supt. Pettway will need to meet up with Board President Murry to sign diplomas. There will be full invitations sent out to every board member.
- **Director Report**

Director Charles Hyman shared the following about the West Campus:

 - During April, students were still wrapping up testing.
 - The enrollment at Way Academy West campus remains at 92.
 - There was a decrease in zeros, and many students were able to reach their minimum of 0.5 mark. There were many Recommitment letters and phone calls done in March ,and now we can see the results. Credit attainment we have 0.59 increase, it doubled from last month. There are only eight students now with zeros. This number went down from the last month.
 - The attendance went up from 30 to 37% which was great.
 - **Points of Pride:** There were 11 students that gained over one credit for the month and 37 students reach their attainment goal (which was half a credit).
- *Mr. Nichols shared the following about the Southwest Campus:*
 - The enrollment number is 105. It went down about 5 students due to graduating students. There are 24 applications for enrollment right now. He shared he reviewed 17 applications and is considering them for enrollment. Over half of the reenrollment applications were returned by the current students. It's been difficult to chase them down. Overall, the average of credit attainment was 0.38 total.
 - Juniors (11th graders) obtained over half a credit. Some have enough to call them self-seniors now, right before their senior year even started.
 - Mr. Nichols spoke today with three students with zeros all year that came in person. They spoke about logging in and coming in for help into the building daily. A portion of that is having students that were not going to class now are there are four students that obtain two or more credits
 - **Old Business-**None

New Business-

- **Strategic Planning Session-**
 - Board President Murry ask if the board members were available around 2 PM on a Friday.
 - It was discussed but no specific date was agreed.

- **School Improvement Committee-**
 - Mr. Nichols shared that everyone has their roles defined. They met last week and will meet by the end of this week. They have been breaking down data and finding areas of improvement to set two goals. There is still a month before it needs to be submitted. Board Member Danielle Bascomb has not been able to attend because of her work schedule and will be in communication for future meetings.

- **W-A-Y Academy LSSU Reauthorization Update-**
 Superintendent Isaiah Pettway shared the following:
 - The attorney sent over this morning the questionnaire that is required for the ESP and lease agreements for both sites. Superintendent Isaiah Pettway mentioned that it will upload to the board portal. The board attorney is required to provide a legal opinion letter saying that the agreements are good to be executed based on the requirement of the authorizer. Superintendent Pettway shared with the board a copy of the questionnaire and the opinion letter. The lawyer 's legal opinion letter was submitted through DYKMA to LSSU. The version shared with the board is the revised one with the language LSSU requested. Superintendent Pettway read and reviewed the opinion letter out loud with the board members. He also shared with them that they needed to approve, sign, and return to LSSU.

Financial Audit Firm

Jean Pash shared the following updates:

- The RFP was sent out to 16 different companies. Out of all of them she reviewed she received only two responses back that can cooperate with the school.
- Alan C Young is offering first year at \$9500.00 with single audit of \$2500.00. Second year (22-23) at \$9500.00 with a single audit of \$2500.00. Third year (23-24) at \$10025.00 with a single audit of \$2800.00.
- Stevenson company is offering a one-year contract at **\$26,000**
- The board members agreed that Stevenson & Company was the best option.
- Jean will confirm and have them send her the proposed contract. Jean will share it with the board for signature and approval. It will need to be added to next month's agenda for approval.

Board Committee Report/Comments/Actions

- **Budget Revisions**

Jean Pash shared the following updates:

- Final budget and next year's budget are still being worked on. It will be ready for next month's meeting.

- There were two adjustments that were presented in last months meeting and need approval from the board this month are:
 - The adjustment made for an employee that was shared between three campuses just under \$30,000.
 - The second adjustment was for the shortfall in enrollment numbers and that was covered through ESSR funds.
 - Motion to approve the amended budget
 - Business Office Manual -- Jean was contacted by the state with some audit results. They asked her to update the policy to purchase through the business office. Jean rewrote the manual and added their specifications supercenter in the portal and will need it to be approved and signed by the board president.

Motion to Approve the Budget Amendment

- Motion to approve: Laura Chavez/2nd Danielle Bascomb
- Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Michael Murray (Y) Danielle Bascomb (Y). Motion carries.

- **Finance Committee**

Ms. Pash introduced the financials to the board.

- State Aid Payment Received of the amount \$171,222.77
- Monies owed to WAY Program as of February 28, 2022, was for \$171,222.77. Accounts Payable of \$83,509.72. The payroll cost was for \$58,194.50. The balance for February was \$30,017.10. The amount transferred to Program and applied was \$225,721.32. The new invoices added up to \$129,415.02. Accounts Payable as of March 31, 2022, is -\$12,415.80. Payroll Liabilities \$63,431.79. Balance from last month was 0. Requested for transfer was in the amount of \$51,294.99
- There is also an attorney bill that Jean Pash requested approval from Board President Murry to pay for \$51,294.99.

Action Items

- Approval of Invoices
 - Motion to approve: Laura Chavez/2nd Danielle Bascomb
 - Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Michael Murray (Y) Danielle Bascomb (Y). Motion carries.

- Approval of April 2022 Financial Statements
 - Motion to approve: Laura Chavez/2nd Danielle Bascomb
 - Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Michael Murray (Y) Danielle Bascomb (Y). Motion carries.

- Approval Updated Business Office Manual
 - Motion to approve: Laura Chavez/2nd Danielle Bascomb
 - Roll Call Vote: Laura Chavez (Y) Patricia Moesner (Y) Michael Murray (Y) Danielle Bascomb (Y). Motion carries.

Announcements- None

Graduation is June 22, 2022 at 5:00 pm Location: TBD

Next Meeting June 21 at 6 pm Location: WAY Academy Southwest Campus

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

Adjournment

- Motion to adjourn: Laura Chavez/2nd by Patricia Moesner
- Roll Call Vote: Laura Chavez (Y) Patti Moesner (Y) Michael Murray (Y) Danielle Bascomb (Y). Motion carries.

Meeting adjourned at 7:36 pm

Minutes submitted by: Alexandra Guzman

Minutes Certification:

Proposed minutes of Tuesday May 17, 2022 Regular Meeting respectfully submitted,

Sheila Flanagan

Board Secretary

06 / 02 / 2022

Date

Signature Certificate

Reference number: V6ZSN-ZBG7X-DC5LR-ZRCZ9

Signer

Timestamp

Signature

Sheila Flanagan

Email: sheilamflanagan@yahoo.com

Sent: 02 Jun 2022 17:16:45 UTC
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Minutes Certification:

Approved minutes of Tuesday May 17th, 2022 Regular Meeting respectfully submitted,

Sheila Flanagan

Board Secretary

07 / 06 / 2022

Date

Signature Certificate

Reference number: RYKUV-YCM9J-EFEZN-YA9U4

Signer	Timestamp	Signature
Sheila Flanagan Email: sheilamflanagan@yahoo.com		
Sent:	06 Jul 2022 21:50:40 UTC	
Viewed:	06 Jul 2022 21:56:30 UTC	
Signed:	06 Jul 2022 21:56:45 UTC	
Recipient Verification:		IP address: 198.208.46.75
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