

Minutes Certification:

Approved minutes of ___November 19, 2024_____ Regular

Meeting respectfully submitted,

SF

Board Secretary

01/06/2025

Date

Signature: SF
SF (Jan 6, 2025 14:06 EST)

Email: sheilamflanagan@yahoo.com

Template-Approved Minutes Certification






11.19.24

Final Audit Report

2025-01-06

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Board Meeting Minutes

W-A-Y Academy Detroit

(Regular Board Meeting)

Date: November 19th, 2024

I. Attendance

Board Members Present:

- Michael Murray (Wayne County)
- Danielle Bascomb (Wayne County)
- Sheila Flanagan (Wayne County)-Absent
- Patricia Moesner (Wayne County)
- Laura Chavez-Wazeerud-Din (Wayne County)

Others Present:

- Trena Braswell
- Cameron Nichols
- Garnett Green
- Isaiah Pettway
- Sherry Lynem
- Madeline Black
- Alexandra Guzman

Meeting called to order by Michael Murray at 6:07 PM.

II. Addition to the Agenda

- Finance Committee: Audit Presentation

III. Approval of the Amended Agenda

- Motion to approve the agenda by Danielle Bascomb/ 2nd Patricia Moesner.
 - **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.

III. Call to the Public

- No public comments were made.

IV. Consent Agenda

- **Approval of the Regular Board Meeting Minutes (October 24th, 2024):**
- Motion to approve the agenda by Danielle Bascomb/ 2nd Patricia Moesner.
 - **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.

V. Correspondence

- No correspondence reported.

VI. LSSU Authorizer's Liaison's Report

- Mr. Green shared the following items:

- If the board would like to submit or share any points of pride with Mr. Green he will need it by January 10th, 2025.
- Holiday Card Contest if any of the students would like to participate submissions are due to Julie Bouhholtz (LSSU) by November 22.
- NCSI Admin Leadership Program, cost around \$9,000. LSSU will assist with the cost of supporting 1-2 emerging leaders. Interested academies please contact Mr. Green (LSSU) by November 29th, 2024.
- First Robotics Competition, If you have a team that will be ready for Spring 2025 Competition please let Mr. Green know by November 20th, 2024.
- Field Rep site visits to other academies: Visits will start January 2025 please submit 2-3 things that your academy does exceptionally to highlight with LSSU.
- Academy Website Transparency: Please review the academy website for necessary edits and updates.

VII. Educational Service Providers Report

Superintendent Pettway reported:

Here's an organized and structured version of your meeting notes:

Meeting Summary

1. Enrollment Updates

- **Current Achievements:**
 - Met and exceeded enrollment goal of 205, reaching 211 students.
 - Southwest Campus has the highest enrollment in three years with 125 students (goal: 130).
- **Focus on Younger Students:**
 - Shifted focus to enrolling younger students to retain them longer.
- **Process Improvements:**
 - No reductions in FTE (Full-Time Equivalents).
 - Implemented a new process for accurately enrolling and counting students.

2. Personnel Updates

- **New Positions:**
 - Engagement Coach position has been interviewed for.
 - Two Paraprofessional positions:
 - One position filled, with several strong candidates for the other.
- **Role Clarifications:**
 - Success Coach: Focuses on academic support within the student's learning environment.
 - Engagement Coach: Focuses on external factors supporting students (mentorship).
 - Requirements: Bachelor's degree and passing a criminal background check.

3. Points of Pride

- **Credit Attainment:**
 - This month's credit attainment is higher than any month in previous years.
- **Student Services:**
 - Highlighted a holistic approach to student enrollment and services.

4. Madeline Black-Centric Update

- **Committee Formation:**
 - Plans to start a committee to evaluate the various components of Centric.
- **Conferences & Events:**
 - Orlando Conference: Scheduled for June; board members are invited.
 - MAPSA Event: Taking place in December in Troy.
- **Board Presentation:**
 - Board President Murry requested a presentation from Centric for board members.

Directors Report - Cameron Nichols:

- **Enrollment and Credits:**
 - Credit Attainment in relationship to the new count day process. SW credit attainment 111. West through count they obtained 65. Total 176 credits in a month. Throughout the enrollment process they met with students and explained the expectations.
 - Mr. Pierce attended the Detroit Promise.
 - Normally when they do college visits, the counselors can give them application waivers. Work in more LSSU partnership.
- **Events:**
 - College visit to Henry Ford scheduled for the following day.

VIII. Old Business

1. **Strategic Planning Session:**
 - Updates expected next month.
2. **School Improvement Committee:**
 - First meeting scheduled for November 11, 2024.

IX. New Business

A. Discussion Items:

1. **Software Programs:**
 - Discussion on exploring new software; academic committee formation suggested.

B. Action Items:

- **Approval to form an Academic Committee:**
 - Motion by Sheila Flanagan, seconded by Danielle Bascomb.
 - **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion Carries.

X. Board Committee Reports

A. Finance Committee - Sherry Lynem:

1. October 2024 Financial Statements:

- State Aid Payment Received of the amount \$199,699.07
- State of Michigan \$38,664.95
- Payables as of **October 2024** \$79,769.17
- Payroll Liabilities \$130,386.64
- Payroll Adjustments \$42,000.00
- Request for transfer in the amount of \$252,155.81
 - No extreme expenses out of the ordinary there. Final expenditure report will be done in November, and it will be balanced out by then.

2. Fall 2024 Budget Amendment:

- **Budget Oversight & Gratitude**
 - Superintendent Pettway emphasized the processes Sherry and himself have put in place to avoid overspending.
 - He expressed gratitude to Ms. Sherry Lynem for regularly meeting with him to review the funding situation.
- **Proposed Staff Raises**
 - The Board of Directors has shown a desire to provide raises to staff, who have not received an increase in three years.
 - Proposal: An 8% pay increase for staff.
 - **Retroactive Effective Date:** July 1, 2024.
 - **Future Adjustments:** Pay will be adjusted moving forward after this date.
 - **Impact on Fund Balance:**
 - Even after the raises, there will still be an additional \$58,000 increase in the fund balance.
- **Grant-Funded Positions**
 - Grant-funded salaries will also receive the proposed 8% pay increase.
- **Additional Staffing**
 - A part-time social media position is under consideration for future hiring.
 - This role was not included in this month's amendment but is being reviewed for inclusion later.
- **Enrollment Success & Funding**
 - The fund balance increase is partially attributed to exceeding enrollment goals.
 - A one-time funding increase was received as a result.
- **State Aid Fund Process**
 - **Funding Flow Explanation:**
 - The State Aid Fund is received by LSSU (Lake Superior State University) monthly.
 - LSSU retains its portion, then deposits the remaining funds into WAY Academy's account.
 - WAY Program presents the school's monthly expenses and submits a transfer amount for the board's approval.
- **Board Treasurer's Request**
 - Treasurer Laura Chaves requested a breakdown of how the funding is received and processed.
 - Superintendent Pettway provided clarification on the State Aid Fund process (as outlined above).

3. 23-24 Financial Audit Presentation

- Summarized the Audit Presentation for the board members.

B. Action Items:

1. Motion Approval of the October 2024 Financial Statements

- Moved by Laura Chavez-Wazeerud-Din/ 2nd by Bascomb.

- **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.

2. Motion Fall 2024 Budget Amendment

- Moved by Laura Chavez-Wazeerud-Din/ 2nd by Bascomb.
- **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.

3. Motion to Receive the 23-24 Financial Audit from the CPA

- Moved by Laura Chavez-Wazeerud-Din/ 2nd by Patricia Moesner.
- **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.

XI. Announcements

- Next Board Meeting will be held on December 17th, 2024

XII. Call to the Public

- No public comments were made.

XIII. Adjournment

- Motion to adjourn by Laura Chavez-Wazeerud-Din, seconded by Bascomb
 - **Roll Call Vote:** Michael Murray (Y) Patricia Moesner (Y) Laura L. Chavez-Wazeerud-Din (Y) Danielle Bascomb (Y). Motion carries.
- Meeting adjourned at 7:49 PM.

Minutes submitted by: Alexandra Guzman