

Board Meeting Minutes

W-A-Y Academy Detroit

(Regular Board Meeting)

Date: September 19th , 2023

Members present: Danielle Bascomb, Patricia Moesner, Laura Chavez and Sheila Flanagan.

Others present: Trena Braswell (via zoom), Sherry Lynem, Isaiah Pettway, Cameron Nichols and Mr. Green (via zoom).

Meeting Called to Order @ 6:00 pm

Roll Call Attendance

Michael Murray (Wayne County)

Laura Chavez (Wayne County)

Sheila Flanagan (Wayne County)

Patricia Moesner (Wayne County)

Danielle Bascomb (Wayne County)

II. Approval of the Agenda

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

III. Call to the Public:

- Read by Michael Murry-no public present/no public comments.

V. Consent Agenda

A. Approval of the Regular Board Meeting on August 15th, 2023.

Motioned by Laura Chavez/ 2nd Danielle Bascomb

Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Danielle Bascomb (Y)

Laura Chavez (Y) Sheila Flanagan (Y). Motion Carries.

Correspondence

- Supt. Pettway shared an invoice of \$455 bill from Miller and Johnson. This was due to reauthorization. The board had asked the ESP to present them with any legal invoices through reauthorization. Going forward the Board asked to see Legal invoices that are \$2,000 or more.

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- Motion to pay the \$455 Invoice from Mille and Johnson

- Motioned by Laura Chavez/ 2nd by Danielle Bascomb

Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Danielle Bascomb (Y) Laura Chavez (Y) Sheila Flanagan (Y). Motion carries.

LSSU Authorizer's Liaison's Report

Mr. Green shared the following:

- A reminder to the board members of the regional board training sessions. The one closest to them is the Tipton site in Garden City November 8th and the Chandler Park site November 13th.
- If the board members ~~are able to~~ attend a session, it will satisfy the board PD requirements for the year.
- Second reminder is to send board members and staff members T-shirt sizes to Jenny Peterman. LSSU will be providing a t-shirt to represent them with pride.
- Another reminder to continue to review your websites for the 23-24 school year. Make sure everything is up to date. All staff and board members information updated. Things such as the school's phone number, changes to board members, their emails, and their contact listings for the public to access ~~have~~. Dykema will be monitoring and auditing the websites. Specifically, the transparency page and signed approved board meeting minutes.
- Lastly, they are continuing to solicit PD topics for Angie Irwin's mini topic retreats but if the board members attend on November 8 or the 13th, the board members won't have to worry about it.

Educational Service Providers Report

Superintendent Pettway shared the following:

Program Updates (W-A-Y Programs)

- No major updates.
- Ms. Sherry Lynem is now with WAY Full time.

Enrollment Recruitment Marketing

- The total projected budgeted enrollment goal is 200 students for this upcoming school year.
- Total enrollment for WAY Academy Detroit is 186 students there are 87 students at the West campus and 99 students at the southwest campus enrolled.
- They are 14 students away from their projected enrollment goal. There are still a significant number of applications to review.
- Social media, marketing campaign mailings and open houses have been successful, but the main recruitment effort has been the referral program. Supt. Pettway explained they had a higher retention rate this year. The West Campus retained 90% of their students and Southwest Campus retained 96% of their students.
- The referral program is an incentive for students that refer a friend or family to the school. If the student enrolls and stays through count day and 30 days past count, they receive a \$50 gift card.

Personnel Updates

- Looking to hire a Science and a Math Title I Interventionist.
- West campus is looking to hire a Math interventionist, Math, and Special Education teacher.
- They had a couple interviews last week and have some viable candidates for the math interventionist position.

- They are struggling for the special ed teacher position. They had a candidate, but she was already receiving \$90,000 salary at her current school.
- In the interim, the state has created a pathway to receive those for those students to receive those services there are two special ad paraprofessionals already one for each campus and they were able to get them in emergency substitute certification for each of them which allows them to serve as special ed teachers, and not just paraprofessionals to meet the needs of the caseloads at both schools. In addition, the state is providing the opportunity to go through a fast-track program to be certified in special education. He sent gratitude to LSSU for the help and guidance on applying for this.

Supt. Highlights

- Both open houses were well attended. There was over 100 people at each open house.
- There was plenty of food and giveaways for all the families.

LSSU Legislative Authorizer Updates

- The Consolidated Application was due August 30th to have a July 1st retroactive date. It was submitted and nothing new was added so they believe it will be approved.
- Title I funding was cut over \$10,000 and to absorb the amount they have lowered resources instead of making cuts.

Directors Report

Director Cameron Nichols shared the following about the Southwest and West Campus:

Enrollment, Attendance and Credit Attainment Report

- Mr. Nichols shared they are currently going through enrollment and explained his interview process before accepting students. He explained that they want to reiterate and give families the reassurance, comfort, and safety that they can attend way and feel like it's a regular school. Even though they are listed as an alternative school. He explains to families that they are instead, what he calls in "Alternative Learning Option". He does his best to portray that to the families and students who attend way with hopes they leave with a positive experience.
- This is in part the reason why they stress on doing field trips throughout the year in college visits to have more of a normal school feeling. The goal with college visits is to familiarize students with the process of attending college and letting them know it's OK if they choose not to attend college.
- The Southwest campus obtained 45 credits this month and the West campus obtain 16 credits throughout the month of August. In comparison with August of last year, it doubled.
- Spirit week is coming up October 9. They have a field trip this Friday to a Henry for college.
- 187 students have been enrolled. Four or expected to start today and two are starting tomorrow.

- Mr. Nichols moved on to share that he received a notification to his cell phone from his son's school letting him know that they would be offering tutoring. This led him to why doesn't WAY have something like this?
- He spoke to Mark Ray about doing some research and they will be creating a WAY app for family notifications.
- Brooke from LSSU came in to do a district CPI training with staff. CPI stands for crisis prevention intervention, and it was an amazing experience.

Old Business-None

New Business-

A. Discussion Items

1. Strategic Planning Session:

- Board Member Danielle Bascomb asked Ms. Braswell to send her the dates of testing.

2. School Improvement Committee-

Supt. Pettway shared the following:

- No meeting is set up for September, but they will meet for sure in October.
- Board President Michael Murry recommended they address the creation of after school and extracurricular activities. In addition to robotics, Mr. Nichols shared that there is a boys basketball team starting.
- Superintendent Pettway shared that Mrs. Byrd is the Social Emotional Counselor and expressed how her role has proven to be vital to WAY. In addition, the funding for her position came from the ESSR funds and will end at the end of the school year. Once the funding runs out at that point, depending on how they are financially Supt. Pettway will ask the board to consider funding her outside of the grant.

3. Custodial Services-West Campus

Supt. Pettway shared the following:

- With this landlord all custodial services were switched to a third-party last year except for the individual serving WAY. They would like to switch him over this year as well.
- This was not a part of the initial lease negotiation. Currently they are monthly basis. The school currently pays \$2850 a month. The new agreement will be \$1497 a month with the savings of \$1353 for a month. There will be no pay decrease for the new employee that was hired by the landlord.

4. ESP Evaluation and Board Self Evaluation

Mr. Pettway shared the following:

- The ESP evaluation was completed by the board and submitted to the authorizer.
- The board self-evaluation was shared with Board Member Flannagan for completion.

5. Governance and Compliance Report 22-23

Mr. Pettway shared the following:

- The governance and compliance report were dinged by the authorizer because the evaluations were not submitted.

- To remedy items not being turned in on time, during every board meeting the board members will receive a 45-day report of the tasks that are due. The goal is to have the evaluations provided to them in May instead of the end of July.
- Board Member Chavez asked if they could have physical copies of the evaluations during the board meetings to complete the task.
- It was discussed that once the pending evaluation is submitted, the 22-23 governance and compliance report will be adjusted and the new one will be presented to the board.
- In addition, the board members attendance at the board meetings was scored at 84%.
- School culture scored outstanding in all areas, facility school environment safely and orderly, teacher student relationships is positive and all state and federal laws are being met.
- The compliance grant was still awarded to the school based on this report.
- Board Member Chavez asked that if the \$1335 of savings from the custodial services could be a part of Miss Bird's wages, next school year.

6. State Initiative- Free Breakfast & Lunch for All Students

- Board President Murry asked for this to be added to the agenda for today's meeting.
- Superintendent Pettway shared that the governor with the passing of the new budget added funds to make sure that all students receive free breakfast and lunch. There are public schools that require students to pay if the parents household income exceeds a threshold. WAY Academy does not have to worry about that because they were already over 90% of the students receive free and reduced lunch all students qualified already. There was no increase in funding for WAY because they were already mostly free, but there will be an increase in funding due to food being so high.
- The Board members questioned if this would pay for the quality of food and how are other schools able to pay for better quality food.
- Ms. Lynnem answered that the schools can provide a seven-dollar lunch and only get reimbursed for \$2.90 but the general fund will subsidize the food service program.
- Superintendent Pettway shared that there is also a \$450 per person increase at the governor also initiated.

7. NCSI Spring 23 Board Policy Updates

- Board policy updates they were sent out to the board.
- One major update is the technology usage policy to include requirements with the use and technology, particularly with the using social media and bullying, etc.
- Language in the restraint policy was updated. No changes to the actual policy were made.
- The policy for maintenance of information and how it is maintained electronically and in person was adjusted as well.

B. Action Items

Approval of the Custodial Services-West Campus

- Motion to Approve: Laura Chavez /2nd Patricia Moesner
- Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Laura Chavez (Y) Danielle Bascomb (Y) Sheila Flanagan (Y). Motion carries.

Approval of the NCSI Spring 23 Board Policy Updates

- Motion to Approve: Laura Chavez /2nd Danielle Bascomb
- Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Laura Chavez (Y) Danielle Bascomb (Y) Sheila Flanagan (Y). Motion carries.

Board Committee Reports/ Comments/Action

Finance Committee:

*Financials: Sherry Lynem introduced the **August 2023** financials to the board.*

- State Aid Payment Received of the amount \$173,306.04
 - The new amount of payment will start in October of 2023.
- Monies owed to WAY Program as of July 31st, 2023, was for \$ 138,296.46
- Monies Transferred \$7368,778.74
 - There's \$230,000. more than the normal amount because not all of the money was transferred in July. Some of it was transferred in August counts pay of August 2023
- Accounts Payable of August 2023 \$79,509.91
- The payroll liabilities were for \$ 75,949.47 (8/11, 8/25 & Health)
- Request for transfer in the amount of \$155,459.38
- Ms. Lynem shared with the board members that she would like to revamp the financial report/statements that the board has been receiving. Her goal is to provide the board with reports that are understandable, relevant and make more sense.
- The only thing reflected in this report is the state a payment received, but not any other revenue. For example, in August they received the state aid loan and reimbursement for federal grants.
- Superintendent Pettway proposed a financial committee that will meet prior to the board meeting. Usually, includes the treasurer and another board member to go over the financials. This has proven to be beneficial to propose starting it in November a couple days before the board meeting.

State Aid Note Borrowing Updates

Sherry Lynem shared the following:

- The bridge loan was received.
- It will start to get paid back in October after the school receives the first payment of the fiscal year. It will be paid out in sections throughout the year.

Action Items

Approval to Accept July 2023 Financial Statements:

- Motion to Approve: Laura Chavez /2nd Danielle Bascomb
- Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Laura Chavez (Y) Danielle Bascomb (Y) Sheila Flanagan (Y). Motion carries.

Approval to Accept the transfer requested of \$155,459.38:

- Motion to Approve: Laura Chavez /2nd Patricia Moesner
- Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Laura Chavez (Y) Danielle Bascomb (Y) Sheila Flanagan (Y). Motion carries

Announcements- Next Board Meeting will be October 17th, 2023 @ 6pm Location: Southwest Campus. Superintendent Pettway shared that they will be representing WAY Academy and WAY Program at the Southwest Business Association breakfast. They also purchase an ad to represent the school on their newsletter.

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

Adjournment

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

Meeting adjourned at 7:20 pm

Minutes submitted by: Alexandra Guzman

Minutes Certification:

Approved minutes of September 9, 2023 Regular Meeting respectfully submitted,

Sheila Flanagan

Board Secretary

10 / 26 / 2023

Date

Signature Certificate

Reference number: IZQ7D-VWPXM-MF24M-PEIOG

Signer

Timestamp

Signature

Sheila Flanagan

Email: sheilamflanagan@yahoo.com

Sent:

26 Oct 2023 17:03:26 UTC

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26 Oct 2023 18:20:43 UTC

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26 Oct 2023 18:21:00 UTC



Recipient Verification:

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Page 1 of 1



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