

Board Meeting Minutes W-A-Y Academy Detroit (Regular Board Meeting)

Date: October 17th, 2023

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

Others present: Trena Braswell, 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 Patricia Moesner/ 2nd by Laura Chavez

Roll Call Vote: Michael Murry (Y) Patricia Moesner (Y) Danielle Bascomb (Y) Laura Chavez (Y) Sheila Flannagan (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 September 19, 2023.

Motioned by Laura Chavez/ 2nd Patricia Moesner

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

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

Correspondence

Supt. Pettway shared the following:

- LSSU Charter Schools Board Governance Memo
 - Chris Ozhelski the executive Director for LSSU charter schools shared a memo with the ESP to review the board governance expectation for board members. It is meant to inform the board members are abiding by the processes in their various roles. For example, making sure that they take part in the school improvement meetings.
 - Board President Murry has brought up in the past that they would like to be included in the meetings. In the past some of the board members have attended, but there have been scheduling conflicts. As the ESP, they would like to adjust the meetings so the board is able to participate in a more intentional way.

- Board President Murry shared they will work on getting the boards presence for the meetings.
- He stated no motion is needed. It just needed to be shared with the board members.

LSSU Authorizer's Liaison's Report

Mr. Green shared the following:

- They currently need a notarized copy of board member Sheila Flanagan's Oath of Office.
- Superintendent Pettway gave an update on that, and they will work on getting it together and forwarded to Jenny immediately after the meeting.
- A reminder that an ESP agreement was sent out October 5th, to the board president and superintendent on October 5th. It's due back on October 20th. Superintendent Pettway confirm Ms. Lynem is working on getting it and will get it submitted.
- Introduced the holiday card contest from LSSU. Mentioned the contest is open to students from K-12th grade. All the submissions from the participants are due on November 20th. He asked if there are any students who have an artistic talent, to please encourage them to submit their designs. There are prizes involved.
- Lastly, the transparency checklist for the school's website. There was mention at the last meeting about revising it. Now they will be actually checking the websites to make sure that they are up to date in terms of board members names, email access accessibility and changes in leadership at the school level.
- The last item, he mentioned the ESP always meets, are the signed meeting minutes after every approved board meeting. It is at 100% on the ESP report.

Educational Service Providers Report

Superintendent Pettway shared the following:

Program Updates (W-A-Y Programs)

- No major updates.

Enrollment Recruitment Marketing

- The total projected budgeted enrollment goal is 200 students for this upcoming school year.
- WAY Detroit surpassed the enrollment goal by two students. There are a total of 202 students enrolled and counted for. Currently there are 87 students at the West campus and 115 students enrolled in the Southwest campus. He wanted to celebrate the efforts of the team with the board. He shared that by "team" they have been working together through enrollment as a team with staff.
- They are still in the four weeks count period. They have completed the 10-day period. They have now entered the 25e period, which is if a student is enrolled, after count and was counted at the previous school, they are able to claim a prorated amount per student.
- They will be meeting with Ms. Lynem to work on a budget review to make changes and adjustments as needed but no cuts. They will be simply cleaning up some of the items.

Personnel Updates

- West campus is looking to hire a Math interventionist, Math, and Special Education teacher.
- The leadership team at the school level has met with the state regarding the MICIP process and the CSI plan it has all been approved. As of now, they are waiting for approval of the Regional Assistance Grant (RAGS) which is tied to the CSI plan.
- The students are currently going through benchmark testing. They have asked for an extension for the testing window to be able to get all the students tested and confirmed they will be able to meet the requirement.
- In the interim, the state has created a pathway to receive 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 Grants application was completed. It was submitted and everything within the grant was approvable.
- They will be applying for a new grant this month; the grant was added by the governor to the budget. The purpose of this grant is to offset some of the ESSR funds expenses that are going away this year. It is called the Michigan Kids on Track Grant. It awards each school \$300 per student who was not proficient in ELA or Math portion of the PSAT, M-Step or SAT. For WAY Detroit that was 57 students, and the grant amount will be a total of \$17,000. The grant app is due October 31st and he will have it submitted by then.
- He shared with the board that they are on top of the transparency reporting page for the website. Mark Ray, the technology expert, and Ms. Alexandra Guzman have been going through and updating it recently. All that is needed has been done for the November 30th deadline.
- They communicated with the landlord at West Campus to let them know that the board approved the custodial services. The Board will be able to see the savings this upcoming month.

Directors Report

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

Enrollment, Attendance and Credit Attainment Report

- They are currently at 202 students enrolled. He shared all the attempts done by the staff like knocking on doors, making phone calls sending text messages.

- They are continuing to focus on enrollment. He shared that they have already enrolled 2 students to claim as 25 E.
- He has come across students that are starting to refer siblings, cousins, and friends. They are referring them with positive experiences.
- Some of those positive experiences are things like spirit week, which is added this year. The goal is for students to feel comfortable going to school at WAY because they have this perception that it's all online. School is actively searching for activities to add so students enjoy and feel comfortable attending in person.
- Total credits for Southwest was 55 this month at West it was 27 credits.
- For the month September it was a slower month.
- The sixth graders at Southwest had 0.78 credits total and the 12th graders at West had 1.38 credits total.
- They anticipate this will be a bigger graduating class than previous years.
- He and Ms. Braswell attended the MDE conference in Mount Clemens and the NWEA testing conference in Lansing this week. The goal is to stress the importance of testing. They are looking for more knowledge on how to help the students with this.
- There are new leaders for the robotics team within the school. Ms. Tally and Mr. Cuba have completed a paid training for a couple days. They spoke with Ms. Shelly the first robotics team expert and she was able to pay for them to attend this training. They were trained on the inside and outs of robotics.
- Ms. Davison is the head of The Center for Black Educator Development. Their goal is to encourage young African American students to be teachers. They gave the students at WAY the opportunity to participate in the program and get paid up to \$12 an hour all year. She interviewed and accepted one of the students from WAY.
- They are trying to add programs and offer them to students to feel good about school and opportunities.
- Board president Murry asked when career day is scheduled for this year.
- Superintendent Isaiah mentioned they are normally schedule it in March. There are two ways they approach career day. One is when the adults come in and present to the students in a traditional way. The other is when students also go to field trips throughout the year to learn about different careers.
- Mr. Nichols explain the 18-credit track and how it is offered to those students who are close to completing, but do not want to go to college with a focus on learning about trade schools.
- Mr. Nichols explain how they obtain the information of the student's interest through Zello. Zello is a career development path that students complete.
- Board President Murry asked if they are tracking students after they graduate from WAY.
- Mr. Nichols shared they do with those who come back to visit or give them a call because they need something.
- The total capacity of the students Isaiah confirmed is 300 students. Anything over that will be pushing it but with the structure with the current structure and staff at every campus it is 300.

- Board Member Flanagan asked if there has ever been a student fair or showcase where students can display their projects anything they have been working on.
- Superintendent Pettway said not currently but that is a great idea. Something to bring on this year.

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. They did receive them, and Ms. Flanagan shared they are looking into meeting sometime early 2024.

2. School Improvement Committee-

Supt. Pettway shared the following:

- Mr. Nichols asked the board how they could be more available to them. Normally they meet at 2 PM on Fridays monthly.
- Board Member Chavez shared that she prefers in person meetings with day's notice.
- Board Member Flanagan said she may be able to attend as well.
- Mr. Nichols will share the schedule with both.

Board Committee Reports/ Comments/Action

Finance Committee:

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

- State Aid Payment Received of the amount \$0.
 - There is no state aid payment in September.
- Monies owed to WAY Program as August 31st, 2023, was for \$ 155,459.38
- Monies Transferred September 2023 \$ 155,459.38.
- Accounts Payable of September 2023 \$66,818.70
- The payroll liabilities were for \$ 78,098.00 (9.8.23, 9.22.23 & Healthcare)
- Request for transfer in the amount of \$144,916.70
- Ms. Lynem brought to the board's attention was the changes, there are still audit entries that are being made. Currently the auditors are working on getting the audit completed by the November 1 deadline.
- Board Member Chavez asked what some of the challenges are that they've been going through with the Audit.
- Ms. Lynem replied to her and said that there were a lot of re-classifications that needed to be made.
- Board President Murry asked about the negative total equity. Ms. Lynem replied by letting him know that is still some revenue that was not included in this report. The adjustments were made after this report was completed.
- Board Member Flanagan asked what deferred revenue is.
- Ms. Lynem informed the board members that deferred revenue is a grant called section 41. It's given each month, if there are no expenditures to match the revenues they give them, then it needs to be deferred until next year.

- Board President Murry asked when is the fiscal year end. Ms. Lynem said it is June 30.
- Board Member Chavez asked about the November 1 deadline for the audit. Ms. Lynem mentioned it is a deadline set by the state.
- Superintendent Pettway shared this is the third year that they've been using the same auditor for WAY Detroit, and they have to have a single audit because of the amount of funds they receive. Which means it is more complicated and takes longer but they always make the deadline. For procedural purpose the audit will be submitted to the state and LSSU by November 1st. Then it is presented at the November board meeting by the auditor. There is no need to approve the audit. It just needs to be reviewed by the board members.

Action Items

Approval to Accept September 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.

Announcements- Next Board Meeting will be November 16th, 2023, at 6 pm. Location West Campus.

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 7:00 pm

Minutes submitted by: Alexandra Guzman

Minutes Certification:

Approved minutes of October 17th, 2023 Regular Meeting respectfully submitted,

Sheila Flanagan

Board Secretary

12 / 05 / 2023

Date

Signature Certificate

Reference number: RICYB-KQ2CP-MBQWM-UNY8M

Signer

Timestamp

Signature

Sheila Flanagan

Email: sheilamflanagan@yahoo.com

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05 Dec 2023 02:57:38 UTC

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