

West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

Touching Hearts....Reaching Minds

Board Meeting - Tuesday, October 23, 2018, 6:30PM

Minutes - Approved

- I. **Call to Order** – President Andy Alt called the meeting to order at 6:38 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), Matt Butler (Secretary/Treasurer), Melisa Sass (Trustee), Marjorie Stonecypher (Trustee), John Hayes (Trustee). Jamie LeRoux (Vice-President) arrived at 6:41 PM.
- III. **Pledge of Allegiance**
- IV. **Reading of West Michigan Academy of Arts and Academics Mission Statement**
Empowering students to reach their ultimate personal success through the unique integration of arts and academics.
- V. **Public Comments for Agenda Items Only** – No comments.
- VI. **Approval of Agenda** – A. Alt moved the GVSU report up after correspondence, added website redesign after the Axios Presentation, added Board Presidents new date for next meeting, added approval of agenda. A motion was made by M. Butler, supported by M. Sass to approve the agenda as amended. All in favor 5-0, motion passed.
- VII. **Correspondence** – No correspondence.
- VIII. **GVSU Presentation** – Matt Cawood phoned in with his report. Mr. Cawood stated they are finalizing the school performance report and will be shared at the next board meeting.
- IX. **Presentation of the 2018 Financial Audit, Croskey Lanni, PC** – Melissa May from Croskey Lanni, PC presented the 2018 financial audit. She stated there was an unmodified opinion given this year.
- X. **Action Items**
 - a. Review and Approve Meeting Minutes: August 28, 2018 – the meeting minutes were actually for 9-25-2018. A motion was made by J. LeRoux, supported by J. Hayes to approve the minutes with the date correction. All in favor 6-0, motion passed.
 - b. Ratification of Director’s Evaluation – A. Alt and J. Bennink have been working on changing some components of the rubric, including the data portion related to the timing of the data being released from the State and Mstep scores as well as data from MAP testing, BAS, and Dibels. There was also discussion about changing the evaluation date to mid year vs June 30.
 - c. Approval of the 2018 Financial Audit – A motion was made by M. Butler, supported by J. Hayes to approve the 2018 financial audit. All in favor 6-0, motion passed.
- XI. **Non-Action Items**
 - a. President’s Report

- i. Director's Evaluation Template – This was discussed under item B of roman numeral X.
 - ii. Arts Consultant - A. Alt has reached out to some community members to help take a deeper look into our arts program. J. Bennink will follow up with the individuals.
 - iii. Next Meeting Date – A. Alt asked to change the next meeting date. It will be changed to November 29 at 6:30 PM. A motion was made by J. LeRoux, supported by M. Sass to change the meeting date. All in favor 6-0, motion passed.
- b. Director's Report
 - i. Governance & Board Relations
 - 1. Mtg. w/National Charter Schools Institute to review policy changes – J. Bennink will meet with Fritz Esch regarding the upcoming board policy changes.
 - ii. Community Relations
 - 1. 4th & 5th Grade Choir Concert – Upcoming concert October 29th and 30th during arts times.
 - 2. Mtg. w/Grand Haven Area Community Foundation – Members will visit the school and talk about possible grants.
 - 3. Ferrysburg City Partnership re rain garden – J. Bennink is working with Craig Bessinger to see about putting in a garden.
 - iii. Staff Relations
 - 1. Staff PGP meetings – J. Bennink and T. Carter will review and approve staff PGP's, from the 5D rubric.
 - 2. Committees – There is a house and PBIS committee.
 - 3. ~~Staff Evaluation -~~
 - 4. Mtg. w/GVSU re Data Review Process – GVSU will have someone at our school to talk through NWEA data and help teachers read and understand the data.
 - 5. Classroom Management Professional Development – This will start training the teachers to focus on classroom culture and management.
 - iv. Business & Finance
 - 1. Current vs. Official Count vs. Budgeted Enrollment – Current enrollment is 443, count day was 437, and 455 was budgeted. The adopted budget state aid was budgeted for \$40 less / pupil, and section 25 will apply until the spring count day.
 - 2. HVAC Repairs – Pleune has replaced the 2 HVAC units and they are expected to return to update the smoke detector.
 - 3. Facility Needs & Conditions Assessment RFP – The RFP will be ready to be sent out in the next couple of days.
 - 4. Maintenance/Custodial Support – J. Bennink would like to hire in house janitorial staff and light maintenance so the building can be maintained

throughout the day. The Board ok'd moving ahead with looking for one full and one part time employees.

5. E-Rate Support – J. Bennink is working with KR Group to see if this can help fund the firewall.

v. Instructional Leadership

1. Professional Development Update – Staff has attended several PD's at school and outside of school. A coach from the OAISD will be at the school to help model curriculum to staff.

2. Report Card Changes – Will be changing all grades to standards based, per recommendation from the State.

c. Finance Committee Report

i. 2018-19 SY Financial Statements as of September 31, 2018 – L. Johnson reported that spending is in line with this time of year. We are still needing to purchase additional curriculum materials as the teachers work through the new curriculum.

d. AXIOS Presentation – Representatives from Axios presented to the Board a review of their service offerings.

e. GVSU CSO Report – Moved to the beginning of the agenda.

XII. Potential Topics for November 27, 2018 Board Meeting

a. Amended Budget

b. SchoolWorks Report

c. Facility Needs & Conditions Assessment RFP Results

d. GVSU Presentation on Illuminate (NWEA Results)

e. Vendor Evaluation

XIII. Public Comments for Non-Agenda Items

XIV. Adjournment

Upcoming Calendar of Events

Event/Activity	Location/Date/Time
Band/Choir Concert	WMAAA, 10/29 @ 6:30pm
½ Day for Students	10/31
Quarter Ends	11/1
½ Days for Students/Parent-Teacher Conferences	11/7, 11/8, 11/9
Fall Play	WMAAA, 11/15-16
1/2 Day for Students	11/21
No School for Students	11/22-23

Compliance Calendar

Activity	Deadline	Approving/Reviewing Entity
On-site visit with Shelley Patton of MDE	Nov 30	
Professional Development for Director	Optional	Completed
Standards based report cards being drafted	Nov 30	

Melvin Serrano
11/29/18