

# West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

## *Touching Hearts....Reaching Minds*

**Board Meeting - Thursday, November 29, 2018, 6:30PM**

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### **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), Jamie LeRoux (Vice – President), Matt Butler (Secretary/Treasurer), Melisa Sass (Trustee), Marjorie Stonecypher (Trustee). Absent John Hayes (Trustee)
- 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** – A. Alt moved item a. under VIII, Presidents Report to after item e. A motion was made by M. Butler, supported by J. LeRoux to approve the agenda as amended. All in favor 5-0, motion passed.
- VI. **Correspondence** – No correspondence.
- VII. **Action Items**
  - a. Review and Approve Meeting Minutes: October 23, 2018 – A motion was made by M. Butler, supported by J. LeRoux to approve the October 23, 2018, minutes as written. J. LeRoux stated under finance committee report from the October 23<sup>rd</sup> board meeting still has September 31 as the financial date. It should be September 30<sup>th</sup>.
- VIII. **Non-Action Items**
  - a. President’s Report – Move to after item “e”.
    - i. Board Committee Structure Update
    - ii. Arts Consultant Update
  - b. GVSU CSO Office Report
    - i. Performance Data Presentation – Matt Cawood, along with Alissa Thelen, who phone conferenced, went over the data. They discussed MAP and MStep testing, when they occurred and how they can be used for student growth assessment.
  - c. SchoolWorks Organizational Review Presentation – Megan Tupa, from SchoolWorks presented the findings and recommendations to the Board. The intent of their visit was to do an analysis of the strengths and weaknesses of the organization as well as recommending a “road map” of improvement to move forward. The analysis covered 4 domains – 1. Instruction, 2. Students’ Opportunities to Learn, 3. Educators’ Opportunity to Learn, and 4. Leadership and Governance. The Board hired SchoolWorks and ~~also~~ <sup>fastly correction. strike "also"</sup> <sub>add "or"</sub>

Jim Gunner for two half day sessions to help facilitate the next steps, with the cost not exceeding \$10,000. A motion was made by A. Alt, supported by J. LeRoux to approve the SchoolWorks and Jim Gunner. All in favor 5-0, motion passed.

d. Director's Report

i. Governance & Board Relations – J. Bennink will send out update emails to the Board the second week of the month. She will also schedule sit down “check in” meetings with each board member in the coming weeks.

ii. Community Relations

1. Survey Overview – J. Bennink reported some history of the various surveys that have been sent out. The most recent was a perception data for the school improvement process. She compared our results with the national norm to see where we stand. There will be another one in the spring to parents and also one from Axios regarding a survey about the school leader.

iii. Staff Relations

1. Staff PGP Mtgs & Observations – J. Bennink and T. Carter have been to all classrooms for first round walk throughs and observations.

iv. Business & Finance

1. Current vs. Official Count vs. Budgeted Enrollment – Current count is 442, count day was 438, budgeted was 455.

v. Instructional Leadership

1. Professional Development Update – J. Bennink reported some staff from the OAISD visit the school regularly to assist staff with curriculum and instruction.

2. Report Card Changes – J. Bennink reported the changes to the report cards, they are online in Infinite Campus and are standards based, a requirement from the State audit, two years ago.

e. Facilities, Finance, and Audit Committee Report

i. 2018-19 SY Financial Statements as of October 31, 2018 – L. Johnson presented the October 31, 2018 financials. There were no questions.

ii. Vendor Management Plan – J. Bennink is putting together a spreadsheet of vendors. Vendors will also periodically present to the Board or as needed.

f. President's Report

i. Board Committee Structure Update -

ii. Arts Consultant Update

g. Marketing Committee Report - No report.

**IX. Potential Topics for January 22, 2018 Board Meeting**

First amended 2018-19 budget, vendor spreadsheet, employer contract discussion update with Axios, Axios contract renewal discussion

**X. Public Comments for Non-Agenda Items**

XI. **Adjournment** – A motion was made by M. Butler, supported by J. LeRoux to adjourn the meeting at 9:22 PM. All in favor 5-0, motion passed.

**Upcoming Calendar of Events**

<b>Event/Activity</b>	<b>Location/Date/Time</b>
K-1 Winter Show	WMAAA, 12/6, 6:00PM
Progress Reports Home	12/7
2/3, 4/5 Winter Performances	WMAAA, 12/13, 5:30/6:30PM
½ Day for Staff and Students	12/21
Winter Break	12/22 – 1/2
School Returns	1/3
Band/Choir Concert	WMAAA, 1/8, 6:30 – 8:00PM
2 <sup>nd</sup> Quarter Ends	1/11
Elementary Art Show	GHCC, 1/15, 5:00 – 6:30PM

**Compliance Calendar**

<b>Activity</b>	<b>Deadline</b>	<b>Approving/Reviewing Entity</b>
On-site visit with Shelley Patton of MDE	Nov 30	
Standards based report cards being drafted	Nov 30	Completed

