

West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

Touching Hearts....Reaching Minds

Board Meeting – Tuesday, February 26, 2019, 6:30PM

MINUTES- Approved

- I. **Call to Order** – President Andy Alt called the meeting to order at 6:36 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), Jamie Sowa (Vice-President), Matt Butler (Secretary/Treasurer), Melisa Sass (Trustee), Marjorie Stonecypher (Trustee). John Hayes (Trustee) arrived at 6:52 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. **Correspondence** - No correspondence.
- VII. **Action Items**
 - a. Approval of Agenda – A. Alt moved the GVSU report above roman numeral VII, action items, moved the Marketing Committee report after the GVSU report, and moved “Non Action” items before “Action Items”. A motion was made by M. Butler, supported by M., Sass to approve the agenda as amended. All in favor 5-0, motion passed.
 - b. Review and Approve Meeting Minutes: January 22, 2019 – A motion was made by M. Butler, supported by J. Sowa to approve the minutes as written. All in favor 6-0, motion passed.
 - c. Approve Transitional Kindergarten Proposal – J. Bennink reviewed the proposal that was presented at the last board meeting. All incoming Kindergarten students will be assessed along with conversations with parents to determine if the student would be eligible for this program. She also stated the cap would be 18 students, with a minimum of 10-12 to run the program. A motion was made by A. Alt, supported by J. Hayes to approve the Transitional Kindergarten proposal. All in favor 6-0, motion passed.
- VIII. **Non-Action Items**
 - a. President’s Report
 - i. Action Planning Sessions – A. Alt reported that Jim Gunner held an action planning meeting with the staff at their last PD. He will then hold a planning meeting with the Board March 13th, 6:00 PM, location to be determined at a later date.
 - ii. Employer Services RFP Status – A. Alt reported that several RFP’s had been sent out on February 18th. They are expected to be turned in March.

b. Director's Report

- i. Governance & Board Relations – J. Bennink reported that she and T. Carter have been scheduling one on one meetings with the teachers to discuss data.
- ii. Community Relations – J. Bennink reported the talent show will be held tomorrow, Wednesday, the spring musical, Mary Poppins Jr.'s performance will be in May, she has contacted a local radio station regarding a summer concert series where the Academy can display marketing materials, and she also met with the GH Community Foundation about grants, in particular the native planting and walking trail.
- iii. Staff Relations
 1. Staff Action Planning Discussion – J. Bennink reported that Jim Gunner met with the staff regarding the action planning session and the staff was excited about the forward moving progress that the school is going in.
- iv. Business & Finance
- v. Instructional Leadership – J. Bennink reported that the window for testing just closed, she had just received some data back and briefly reported on that but will give a more detailed report as more data becomes and available and can be analyzed. Since My School Data had not been maintained in the past, it was hard to pull previous data. Steps Ms. Bennink is taking to address improving the test scores is having regular meetings with the Instructional Coach, Title I Teacher and also will hire para pros to assist in the areas of math and reading. In addition, she has put in place PLC (planning learning committee) to set up protocols for staff to share ideas on how to improve scores.
 1. Presentation on NWEA Winter Assessment Results
 - a. After School Math Support Update – J. Bennink has a couple staff members interested in providing additional support after school.
 2. School Calendar Update – J. Bennink is looking at possibly adding a couple of school days at the end of the year to make up for the snow days. She is reviewing options and will have a more definitive response for the Board at a later date.

c. Facilities, Finance, and Audit Committee Report

- i. Minutes – M. Butler reviewed the minutes.
- ii. 2018-19 SY Financial Statements as of January 31, 2019 – L. Johnson stated we are continuing to replace and repair various technology items and will likely go over budget in that category.
- iii. OAITC IT Assessment Update – Mike Rohr and Rex Thelen from the OAITC IT department provided an overview of their services to the Board. They did a quick assessment of our resources, but in order to provide a more detailed plan, they would need to do a deeper analysis. Some of the services the consortium provides is updates on new legislation, e Rates, grants, and bonds.

- d. Marketing Committee Report - M. Sass reported that she reached out to a few people about updating our website. She has heard back from two and is planning a meeting with them.
- e. Governance Committee Report
 - i. Minutes – A. Alt reviewed the minutes.
 - ii. Committee Charter – A. Alt reported the charter outlines goals the committee has established for this school year. He would like other committees to replicate the charter as well.
- f. GVSU CSO Report – Matt Cawood handed out a flyer with an upcoming Board event.

IX. Potential Topics for March 26, 2019 Board Meeting

Update on the action planning meeting, Employee Services RFP's, school calendar, presentation of the additional services like behavior interventionist, and discussion regarding an alumni dance.

X. Public Comments for Non-Agenda Items – No comments

XI. Adjournment – A motion was made by M. Butler, supported by J. Hayes to adjourn the meeting at 8:18 PM. All in favor 6-0, motion passed.

Upcoming Calendar of Events

Event/Activity	Location/Date/Time
Talent Show	WMAAA, 2/27, 6:30pm
Festival of the Arts Week	WMAAA, 3/4 to 3/8
½ Day, Conferences	3/11 and 3/12
PTSO Meeting	WMAAA, 3/18, 6:00pm
Band/Choir Collage Concert	WMAAA, 3/25, 6:30pm
Spring Break	3/29 to 4/5

Compliance Calendar

Activity	Deadline	Approving/Reviewing Entity
Updating the Consolidated App		
Updating the paperwork with Shelley Patton		

Melisa Jarz
4-1-19