

**West Michigan Academy of Arts and Academics**  
17350 Hazel Street, Spring Lake, MI 49456  
*Touching Hearts....Reaching Minds*  
**Board Meeting - Tuesday, September 25, 2018, 6:30PM**

---

**MINUTES - Approved**

- I. **Call to Order** – The meeting was called to order by President Alt at 6:31 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), Jamie LeRoux (Vice-President), Matt Butler (Secretary/Treasurer), Marjorie Stonecypher (Trustee), John Hayes (Trustee), Melisa Sass (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** – No comments.
- VI. **Correspondence** – No correspondence.
- VII. **Action Items**
  - a. Review and Approve Meeting Minutes: August 28, 2018 – A motion was made by M. Butler, supported by J. Hayes to approve the minutes as written. Motion passed 6-0.
  - b. Review and Approve Board Resolution to Establish Board Committees – A motion was made by J. LeRoux, supported by M. Butler to approve the Resolution for Board Committees. The motion passed 6-0.
- VIII. **Non-Action Items**
  - a. President’s Report – President Alt updated the Board on the Board Workshop held at G.V.S.U. on September 18, 2018, and on the additional potential Board committees.
    - i. Board Workshop
    - ii. Board Committee Structure
  - b. Director’s Report – J. Bennink reported on the following.
    - i. Community Relations – There will be a Title I parent night planned, we are looking into an online performance ticket system called Ludus.com, she will send out biweekly office newsletters, classroom newsletters or DOJO. There have also been several field trips in various grades.
    - ii. Staff Relations
      1. Staffing and Professional Development Update – The Kindergarten teachers were trained in KRA training, there was a ½ day PD for staff on 9/28. The long term sub position for ELA has been posted and the long term position for music is covered.
      2. Presentation on Staff Evaluation Process – PIVOT explanation. Rolled out the evaluation process via PD, she and Tighe have started individual meetings with teachers, staff will choose two focus areas and 3-5 goals, and they have also started to review data. Joey and Tighe have started electronic walk-throughs, sent notes to staff and the staff will send notes

back which will be saved in the system. January / February will be mid year data meetings to go over student growth and overall growth of their class. This will also be a time to revisit the PGP / IDP. The next steps will be Joey and Tighe completing electronic walk throughs followed by end of year meetings, with a final review and data review with staff.

iii. Business & Finance

1. Enrollment Update – current number is 442.

iv. Instructional Leadership

a. Compliance Update – Email from Shelley Patton “Hello Ladies:

I have completed the review of your applications. Everything is allowable and Title II, Part A funds will be available soon. As I told you before, Title I, Part A funding will be held until after my curriculum visit is successful. As for Title IV, I have checked with management and we are holding that as well because it is tied to Title I, Part A. Section 31a will be coming in your October state aide payment. We will not hold those funds at this time.

So, as long as my visit on November 30<sup>th</sup> is successful, I will be able to make Title I, Part A and Title IV grant funds available following that meeting.

Joey, please remind me if you have already sent me a link to your curriculum documents. If so can you share again.

Thanks and have a great day!

1. Presentation on 2017-18 M-Step Scores – links below

- a. <https://public.tableau.com/profile/ram.ravikumar#!/vizhome/2018SpringMSTEPResults/4YearMSTEPProficiencyTrend?publish=yes>
- b. <https://www.mischooldata.org/ParentDashboard/ParentDashboardSchoolOverview.aspx?LocationId=S,11875,1662,108&LocationCode=08332>

c. Finance Committee Report – Board Treasurer M. Butler reported the monthly financials.

- i. 2018-19 SY Financial Statements as of August 31, 2018

d. GVSU Charter School Office Report – Matt Cawood is the G.V.S.U. representative.

**IX. Potential Topics for October 23, 2018 Board Meeting**

- a. Axios Presentation
- b. 2017-18 Audit Presentation

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

**XI. Adjournment** – A motion was made by M. Butler, supported by J. Hayes to adjourn the meeting at 7:55 PM. The motion passed 6-0.

**Upcoming Calendar of Events**

Event/Activity	Location/Date/Time
Half Day for Students/Staff PD	September 28 <sup>th</sup>
First Official Enrollment Count Day	October 3 <sup>rd</sup>

Progress Reports Home	October 5 <sup>th</sup>
Half Day for Students/Staff PD	October 15 <sup>th</sup>
PTSO Meeting	October 15 <sup>th</sup> @ 6:00pm
Volleyball Game GHCS & WMAAA	October 18 <sup>th</sup> @ 4:15pm
Band/Choir Concert	October 29 <sup>th</sup> @ 6:30pm

**Compliance Calendar**

<b>Activity</b>	<b>Deadline</b>	<b>Approving/Reviewing Entity</b>
Compliance plan - reviewed with GVSU	Optional	completed
Budget updates with Title 4	Optional	working with Shelley Patton
School Improvement team meeting	Optional	completed
Whole school roll out of school improvement plan	Optional	October staff meeting
On-site visit with Shelley Patton of MDE	Nov 30	

10/28/18  
Melrose  
Sant