

# West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

*Touching Hearts....Reaching Minds*

**Board Meeting November 28, 2023, 6:30PM**

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## MINUTES - Approved

- I. **Call to Order** – President Andy Alt called the meeting to order at 6:31 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), Tim Tiefenbach (Vice-President), Melisa Sass (Secretary), Brooke Karl (Treasurer), Sara Heacox (Trustee). Also present: Maggie Malone (Head of School/Superintendent), Liz Johnson (Business Manager), Matt Cawood (GVSU Rep).
- 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. **Student Council Presentation** – Izzy Michael's (President), Emerson DeBoer (Vice-President), Ellie Riksen (Secretary), and Aubrey Porter (Treasurer) presented to the Board how student council is going and upcoming events. They have set various goals for the year, and are working towards fundraising to help fund future projects.
  - a. **Jingle Bell Parade** – The parade will be held on Saturday, December 2<sup>nd</sup>, downtown Grand Haven. The theme is the Grinch. They welcome everyone to join them. Great job ladies!
- VI. **Public Comments for Agenda Items Only** – There were no comments.
- VII. **Approval of the Agenda** – A. Alt made the following changes: added the student council after mission statement, under action items, letter "c" approval of enrollment caps, under superintendent's report changed letter "b" to math steering committee presentation. A motion was made by M. Sass, supported by B. Karl to approve the agenda. All in favor 5-0, motion passed.
- VIII. **Correspondence** – There was no correspondence.
- IX. **Action Items**
  - a. **Review and Approve Meeting Minutes: September 26, 2023** – A motion was made by M. Sass, supported by S. Heacox to approve the minutes as written. All in favor 5-0, motion passed.
  - b. **Approval of the Spring and Fall 2023 Board Policies** – M. Malone reported the updates included those required by law and legislation. A motion was made by T. Tiefenbach, supported by M. Sass to approve the Spring 2023 and Fall 2023 Board Policy Updates. All in favor 5-0, motion passed.
  - c. **Approval of the Enrollment Caps** – TK – 15, K – 56, 1<sup>st</sup> – 56, 2<sup>nd</sup> – 49, 3<sup>rd</sup> – 57, 4<sup>th</sup> – 42, 5<sup>th</sup> – 39, 6<sup>th</sup> – 31, 7<sup>th</sup> – 34, 8<sup>th</sup> – 44 = 423.
- X. **Superintendent's Report**
  - a. **Highlights of Written Report** – M. Malone presented.

- i. Governance – M. Malone and B. Karl met with the Grand Haven Chamber of Commerce and signed up for a membership.
- ii. Community Relations – M. Malone met with two families that had left the Academy, and resulted in the return of some of those students.
- iii. Staff Relations – M. Malone is holding regular meetings with union and teacher leaders, admin leadership team, and various committees. She has started discussions with the union regarding the contract which is set to expire June 2024.
- iv. Student Relations – she will meet with student council once a month to get student perspectives and input.
- v. Instructional Leadership – M. Malone applied for and received the HIL project. She will meet with them for the next steps. She has also started discussions about curriculum for next year by collecting data while being mindful of finances by researching resources that could be cost savings.
- b. ~~Student Council Report~~ Math Steering Committee Presentation – Staci Brown reported to the Board that the committee meets every week, each committee member works with their respective grade bands to gather information to bring back to the committee for discussion. They will continue to use Delta and power standards, and will try to build from the previous year goals for the following year.
- c. Enrollment / Student Count Update – J. Bennink reported the student attendance rate has been around 93% so far, but is dipping with an increase in sickness. The in - house truancy task force is working on a truancy plan and is working with the local ISD as well.
- ~~d. Jingle Bell Parade~~
- e. Partnership with the Grand Rapids Ballet – M. Malone reported that we have entered into a partnership with the Grand Rapids Ballet, the only professional dance company in Michigan. They will start working with dance students starting in December.
- f. Partner Solutions Quarterly Report – The Board reviewed the quarterly report.

#### **XI. Committee Reports**

- a. Finance, Facilities, Audit Committee
  - i. 2023 Financial Audit Overview – B. Karl reported the results of the 2023 audit. The Academy received an unmodified opinion, and ended with a positive gain to the fund balance. The Academy was also subject to a single audit, with the focus on ESSER funds. The purpose of this audit is to focus on federal activities and internal controls over these funds. There were no instances of noncompliance or deficiencies in controls over these funds.
  - ii. October 2023 Financials – L. Johnson reported the October financials include the first State Aid payment for this school year, the numbers are set against the adopted budgeted numbers, which will change after the amended budget presentation in January.
- b. Governance Committee
  - i. Board Recruitment Update – M. Malone has been in contact with prospective board members. She will continue to update the Board.

- ii. RFP – Strategic Planning – A. Alt reported the committee has met once, with another meeting scheduled for January.

c. Other?

- XII. **GVSU Report** – M. Cawood reported their office has now filled 3 leadership roles, one Assistance VP of Charter Schools, and two Deputy Directors. The Academic grant now offers a potential of \$30 / student we could earn. Compliance continues to be at 100%, and the annual school performance will be presented in January.
- XIII. **Potential Topics for January 23, 2024 Board Meeting**  
First amended budget, data dashboard, and the strategic planning effort.
- XIV. **Public Comments for Non-Agenda Items** – There were no comments
- XV. **Adjournment** – A motion was made by M. Sass, supported by B. Karl to adjourn the meeting at 7:25 PM. All in favor 5-0, motion passed.

 2/7/2024