

West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

Touching Hearts....Reaching Minds

Board Meeting – Tuesday, June 13, 2023, 6:30PM

MINUTES - Approved

- I. **Call to Order-** President Andy Alt called the meeting to order at 6:35 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), Melisa Sass (Secretary), Brooke Karl (Treasurer), Sara Heacox (Trustee), Tim Tiefenbach (Trustee). Absent: John Hayes (Vice President). Also present: Joanna Bennink (Director), Liz Johnson (Business Manager), Doug McNeil (Board Attorney), 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. **Public Comments for Agenda Items Only** – There were no comments.
- VI. **Approval of the Agenda** – A. Alt added approval of security cameras, approval of the parking lot repair. A motion was made by M. Sass, supported by B. Karl to approve the agenda as amended. All in favor 5-0, motion passed.
- VII. **Correspondence** – There was no correspondence.
- VIII. **Approve Board Meeting Minutes: May 23, 2023** – A motion was made by B. Karl, supported by T. Tiefenbach to approve the minutes as written. All in favor 5-0, motion passed.
- IX. **Board President's Report**
 - a. Discussion of Management Company proposals – The Board discussed they have decided against full service management.
 - b. School Leadership Update – A. Alt reported there are 5-6 applicants for the Head of School position, and they are hoping to narrow that number to 3 to interview at the next Board meeting. The Board extended an offer to J. Bennink for the Principal position, contingent upon a proposal. A motion was made by S. Heacox, supported by M. Sass to extend the Principal position. All in favor 5-0, motion passed.
- X. **Action Items**
 - a. Compliance Statement – A motion was made by T. Tiefenbach, supported by B. Karl to approve the compliance statement. All in favor 5-0, motion passed.
 - b. Board Meeting Calendar for ~~2022-2023~~ – A motion was made by T. Tiefenbach, supported by M. Sass to approve the 2023-2024 Board meeting calendar with the date change in May to May 21. All in favor 5-0, motion passed.
 - c. Local Depository Declaration – A motion was made by B. Karl, supported by S. Heacox to approve Huntington Bank as the Academy's local depository. All in favor 5-0, motion passed.
 - d. Appointment of Legal Counsel – A motion was made by T. Tiefenbach, supported by B. Karl to appoint Doug McNeil as the Board's legal counsel. All in favor 5-0, motion passed.
 - e. Designation of AHERA – A motion was made by T. Tiefenbach, supported by S. Heacox to designate the Principal as the Academy's AHERA contact. All in favor 5-0, motion passed.

- f. Designation of Freedom of Information Act, Sexual Harassment, Title VI, and Section 504 contract, Civil Rights – A motion was made by M. Sass, supported by B. Karl to designate the Principal as the Academy's Freedom of Information, Title VI, Title IX, Section 504 contact person and designate the Assistant and Principal as the Sexual Harassment contact persons. All in favor 5-0, motion passed.
- g. Designation of Chief Administrative Officer – A motion was made by B. Karl, supported by S. Heacox to designate the Board Secretary as the Academy's Chief Administrative Officer. All in favor 5-0, motion passed.
- h. Adoption of the Board's Principal Media Source – A motion was made by M. Sass, supported by T. Tiefenbach to adopt The Grand Haven Tribune as its Principal media source. All in favor 5-0, motion passed.
- i. Resolution Designating Eligible Board Officers and Academy Personnel to sign Academy Checks. A motion was made by T. Tiefenbach, supported by B. Karl that all checks, notes, or orders drawn against an account established at said Bank be signed by the Principal or his/her designee for amount less than \$2000.00. For amounts over \$2000.00 will require at least one Board Member signature. All in favor 5-0, motion passed.
- j. Approval of the Camera Project – J. Bennink reported that we will add 7 more cameras to the building that will be integrated to the existing system, in the amount of \$31,095, from Buist Electric. The cost will be covered under the Section 97 grant we received this year. A motion was made by M. Sass, supported by B. Karl to approve the camera project cost. All in favor 5-0, motion passed.
- k. Approval of the Parking Lot Repair – J. Bennink reported that the area in front of the dumpsters will get repaired by Pittman Asphalt. The cost is \$25,374. A motion was made by B. Karl, supported by M. Sass to approve the project with a 10% contingency. All in favor 5-0, motion passed.

XI. Potential Topics for June 27, 2023 Board Meeting

Board meeting to start at 6:00 PM, Head of School interviews, data dashboard presentation, approval of the final 2022-23 and adopted 2023-2024 budget resolutions, budget hearing, organizational meeting wrap up

Public Comments for Non-Agenda Items

Dianna Sahr 13638 Pine Ct., Grand Haven, MI 49417 – expressed concern regarding the crosswalk by the middle school entrance, that drivers are not adhering to safety.

- XII. Adjournment** – A motion was made by M. Sass, supported by T. Tiefenbach to adjourn the meeting at 7:11 PM. All in favor 5-0, motion passed.

M. Sass 6/28/2023