

# West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

*Touching Hearts....Reaching Minds*

**Board Meeting August 23, 2022, 6:30PM**

---

## Minutes - Approved

- I. **Call to Order** – President Andy Alt called the meeting to order at 6:33 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Andy Alt (President), John Hayes (Vice-President), Melisa Sass (Secretary), Brooke Karl (Treasurer), Sara Heacox (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** – There were no comments.
- VI. **Approval of the Agenda** – A. Alt added to the agenda under action items item “c” Middle School overnight camp, item “d” approval of the 2022-23 student handbook. A motion was made by J. Hayes, supported by B. Karl to approve the agenda as amended. All in favor 5-0, motion passed.
- VII. **Correspondence** – Partner Solutions is investigating a personnel matter.
- VIII. **Action Items**
  - a. **Review and Approve Meeting Minutes: June 28, 2022** – 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. **Annual Organization Meeting**
    - i. **Nominate Temp Chairperson** – A motion was made by M. Sass, supported by J. Hayes to nominate Matt Cawood as temporary Board Chairperson. All in favor 5-0, motion passed.
    - ii. **Election of Officers**
      - 1. **President** – A motion was made by J. Hayes, supported by B. Karl to nominate Andy Alt as President. All in favor 5-0, motion passed.
      - 2. **Vice-President** – A motion was made by J. Hayes, supported by B. Karl to nominate John Hayes as Vice-President. All in favor 5-0, motion passed.
      - 3. **Treasurer** – A motion was made by J. Hayes, supported by B. Karl to nominate Brooke Karl as Treasurer. All in favor 5-0, motion passed.
      - 4. **Secretary** – A motion was made by J. Hayes, supported by B. Karl to nominate Melisa Sass as Secretary. All in favor 5-0, motion passed.
    - iii. **Compliance Statement** – A motion was made by S. Heacox, supported by M. Sass to adopt the compliance statement resolution. All in favor 5-0, motion passed.
    - iv. **Board Meeting Calendar for 2022-2023** – The calendar was approved at the 6-28-22 Board Meeting.

- v. Local Depository Declaration – A motion was made by B. Karl, supported by M. Sass to designate Huntington Bank as the Academy’s local depository. All in favor 5-0, motion passed.
- vi. Appointment of Legal Counsel – A motion was made by M. Sass, supported by B. Karl to appoint Doug McNeil as the Board’s legal counsel. All in favor 5-0, motion passed.
- vii. Resolution Appointing the Board’s Auditing Firm – A motion was made by B. Karl, supported by J. Hayes to appoint Croskey, Lanni as the Board’s auditing firm. All in favor 5-0, motion passed.
- viii. Designation of AHERA – A motion was made – A motion was made by S. Heacox, supported by M. Sass to designate the Director as the Academy’s AHERA contact. All in favor 5-0, motion passed.
- ix. Designation of Freedom of Information Act, Sexual Harassment, Title VI, and Section 504 contract, Civil Rights – A motion was made by B. Karl, supported by J. Hayes to designate the Director as the Academy’s FOIA, Title VI, Title IX, and Section 504 contact person and will designate the Athletic Director and Director as the Sexual Harassment contact persons. All in favor 5-0, motion passed.
- x. 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.
- xi. Adoption of the Board’s Principal Media Source – A motion was made by M. Sass, supported by B. Karl to adopt the Grand Haven Tribune as its Principal media source. All in favor 5-0, motion passed.
- xii. Resolution Designating Eligible Board Officers and Academy Personnel to sign Academy Checks – A motion was made by B. Karl, supported by S. Heacox to designate The Director and his/her designee for amounts less than \$2000.00. For amounts \$2000.00 and over, at least one Board member must also sign. All in favor 5-0, motion passed.
- xiii. Appoint of Board Recording Secretary – A motion was made by B. Karl, supported by J. Hayes to designate Liz Johnson as the Recording Secretary. All in favor 5-0, motion passed.
- xiv. Resolution to Adopt the Playground Safety Act and FERPA – A motion was made by J. Hayes, supported by B. Karl to adopt the Playground Safety Act and FERPA. All in favor 5-0, motion passed.

**IX. Director’s Report**

- a. Highlights of Written Report – J. Bennink reported the new hires – David Berube, Julia Neckermann, Sandy Ebright, Hannah Fuller, Sabrina Hochhuth, and Amanda Carrier.
- b. Presentation of Data Dashboard – virtual – Seth Kaufman – Mr. Kaufman presented the new dashboard to the Board. J. Bennink and Mr. Kaufman will work to set targets and J. Bennink will report updates to the Board every quarter, after each round of testing.
- c. Enrollment Update – J. Bennink reported the current enrollment is 475.

**X. Committee Reports**

- a. Finance, Facilities, Audit Committee – B. Karl went over highlights of the last meeting.
  - b. Approval of the 2022-23 First Revised Budget Resolution – L. Johnson reported the current student count of 475 will be used to get the blended enrollment, salary increases, and added in more capital expenditures. A motion was made by J. Hayes, supported by B. Karl to approve the first revised 2022-23 budget resolution. All in favor 5-0, motion passed.
    - i. *Discussion of Bonus program and review of teacher evaluations*
  - c. Arts & Academics Committee – Did not meet.
  - d. Governance Committee
    - i. Interview Tim Tiefenbach – The Board interviewed prospective Board Member, Tim Tiefenbach. A motion was made by J. Hayes, supported by B. Karl to recommend Tim Tiefenbach to GVSU. All in favor 5-0, motion passed. The Board will then move to a 7 member Board.
  - e. Marketing and Enrollment Committee – M. Sass and J. Bennink updated the Board on marketing.
- XI. **GVSU Report** – Matt Cawood expressed appreciation to the Board for participating in PD, and GVSU will begin to recognize years of service. This year, J. Hayes received recognition for his years of service.
- XII. **Closed Session** for consideration of a written memorandum from WMAAA's legal counsel pursuant Section 8(h) of the Michigan Open Meetings Act
  - A motion was made by M. Sass, supported by S. Heacox to move into closed session at 8:21 PM. A roll call vote was taken – A. Alt – aye, M. Sass – aye, B. Karl – aye, J. Hayes – aye, S. Heacox – aye. All in favor 5-0, motion passed.
  - A motion was made by J. Hayes, supported by B. Karl to move out of closed session at 8:49 PM. A roll call vote was taken – A. Alt – aye, M. Sass – aye, B. Karl – aye, J. Hayes – aye, S. Heacox – aye. All in favor 5-0, motion passed.
- XIII. **Potential Topics for September 27, 2022 Board Meeting**
  - a. Arts Integration Overview
  - b. Safety Presentation
- XIV. **Public Comments for Non-Agenda Items** – There were no comments.
- XV. **Adjournment** – A motion was made by M. Sass, supported by S. Heacox to adjourn the meeting at 8:51 PM. All in favor 5-0, motion passed.

*Melissa Sass*  
10/19/22