

West Village Academy

3530 Westwood Ave., Dearborn, MI 48124
Telephone: (313) 274-9200 Facsimile: (313) 274-0062

**REGULAR MEETING
WEST VILLAGE ACADEMY BOARD OF DIRECTORS**

DATE: October 15, 2019
TIME: 7:30 p.m./ a.m.
LOCATION: West Village Academy
3530 Westwood
Dearborn, MI 48124

Approved

MINUTES

MEETING TYPE: REGULAR SPECIAL PROPOSED APPROVED

I. CALL TO ORDER

PRESIDENT CARLA HOGAN called the meeting to order at 7:32 p.m./ a.m. on Tuesday, October 15, 2019.

II. ROLL CALL

Mrs. Carla Hogan, President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Robert VanEvery, Vice President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Randall Piner, Secretary, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Paul Serwinek, Treasurer Board of Directors	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mrs. Kerri Hill, Member, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

(Member Hill arrived at 7:41 a.m.)

ADMINISTRATION PRESENT (all or part of the meeting)

Mrs. Carletta Counts, Superintendent, West Village Academy
Mr. Brad Miller, Principal, West Village Academy
Mrs. Ernestine Howard, Principal, West Village Academy
Ms. Susan Mosely, Business Manager, West Village Academy

OTHERS PRESENT (all or part of the meeting)

Mrs. Alma Hollins, Board Liaison, Provision
Mrs. Felicia Williams, Director of Finance, Provision

Mr. Jonathan Trout, The Center for Charters

The proposed agenda was distributed.

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III. PUBLIC COMMENT

None.

IV. APPROVAL OF AGENDA.

MOTION: VICE PRESIDENT ROBERT VANEVERY MADE A MOTION TO APPROVE THE
October 15, 2019 AGENDA.

AS PRESENTED.

WITH ADDITIONS/CHANGES. ADD BOARD RETREAT AS ITEM ii UNDER GOVERNANCE COMMITTEE REPORT AND ADD DISCUSSION OF LEGAL FEES AS ITEM B. UNDER OTHER BUSINESS.

SUPPORT: SECRETARY RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

NEXT MEETING:

The next regularly scheduled meeting for the West Village Academy Board of Directors, will be held on Tuesday, November 19, 2019 at 3530 Westwood Avenue, Dearborn, MI 48124. This meeting is scheduled to convene at 7:30 p.m./ a.m.

V. APPROVAL OF THE September 16, 2019 MEETING MINUTES.

MOTION: VICE PRESIDENT ROBERT VANEVERY MADE A MOTION TO APPROVE THE
September 16, 2019 MEETING MINUTES.

AS PRESENTED.

WITH CHANGES.

SUPPORT: SECRETARY RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

- VI. EPICENTER COMPLIANCE** – Mrs. Hollins shared the upcoming documents and deadlines with the Board and along with Superintendent Counts explained that while the Board's submission percentage remains at 100%, the accuracy percentage dropped due to the incomplete submission of the School Safety Liaison Resolution.

VII. TREASURER'S REPORT

- a. September Financial Report

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Mrs. Williams reviewed the September financials with the Board and elaborated on the following:

- Cash as of September 30, 2019 was \$502,519.60 as compared to September 30, 2018 when the cash in the bank was \$798,034.05.
- The ability of the Academy to pay all of its financial obligations in one year is 2.18 which means for every dollar that WVA owes, they have 2.18 dollars to pay the debt. In 2018, the Academy's ratio to pay its debt was 2.46 and in 2017 it was 1.18
- The Days' Cash on Hand in 2019 was 44.89 as compared to 59.92 in 2018 and 56.40 in 2017.
- WVA's Fund Balance was 16.58 percent of its total budgeted expenses for the fiscal year. In 2018, WVA's Fund Balance percentage was 19.99 and in 2017 it was 2.92% percent.
- 3/12th of the budget is 25 percent. WVA's YTD Actual Expenses equals 16% percent of its total budgeted expenses. Accrued expenditures are not included.
- The Projected cash balance at June 30, 2020 is \$433,420 versus \$182,273 at June 30, 2019.

Mrs. Williams informed the Board that Provision Finance is currently working on the budget revision with Mrs. Counts and Ms. Mosely.

VIII. CAO REPORT

a. Enrollment

Enrollment is currently at 369, but students are still being enrolled.

b. Staffing

The Academy is experiencing a lack when it comes to substitute teachers. Mrs. Counts stated that she would like to engage with another company that provides substitute teachers.

c. CAO Growth Plan

Mrs. Counts remarked that she is still waiting for feedback from the Board in response to the growth plan that she distributed at the September Board meeting.

d. Fall NWEA Testing Results

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Mrs. Counts distributed a snapshot of the NWEA Student Growth Summary Report but added that the Academy has not had an opportunity to analyze the data. Mrs. Counts informed the Board that a more in-depth review will take place at the November Board meeting.

IX. STRATEGIC PLANNING PROGRESS

a. Strategic Planning

Mrs. Counts informed the Board that the Team has finished all of the descriptions/definitions and reviewed everything that the Board has put in place. There will be a PD with staff on November 5th to see how we can put it into practice.

X. OLD BUSINESS

a. Approval of 2018-2019 Audit

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO APPROVE THE 2018-2019 AUDIT.

SUPPORT: MEMBER KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

XI. NEW BUSINESS

a. Nomination of Board Member Candidate

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO NOMINATE MR. AHMAD HALABI TO THE WEST VILLAGE ACADEMY BOARD OF DIRECTORS.

SUPPORT: MEMBER KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

When asked by the Board if CMU had any or would have any concerns with the Board's selection, Mr. Trout responded that they would have those discussions and if there are any concerns, the Board will be notified.

b. Approval of Resolution Concerning Governor Whitmer's Charter School Budget Cut

MOTION: SECRETARY RANDALL PINER MADE A MOTION TO APPROVE THE RESOLUTION EXPRESSING DISMAY CONCERNING GOVERNOR WHITMER'S CHARTER SCHOOL BUDGET CUT.

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SUPPORT: VICE PRESIDENT ROBERT VANEVERY SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY

President Hogan expressed that the Board, WVA School Leaders, as well as interested parties should plan on attending Charter Day at the Capitol which is held in May.

XII. COMMITTEE REPORTS

a. Governance Committee

President Hogan informed the Board and Administration about the conversation with Plante Moran about risk assessment. **President Hogan** added that the cost of the review is approximately \$12,000 and based on that figure, the Board would need to prioritize review components. **President Hogan** remarked that this topic could be explored at the Board Retreat.

b. Academic Committee

Vice President VanEvery reported that the Academic Committee will be meeting at 6:00 p.m. on November 13th.

c. Finance Committee

Secretary Piner remarked that he will be joining the Finance Committee meetings with Mrs. Counts, Ms. Mosely, and Provision. The next meeting is scheduled for 10:00 a.m. on Monday, October 21st at Provision.

Mrs. Counts reported that the marketing efforts have worked. They have shown to be favorable with the enrollment.

XIII. FOLLOW UP/ACTION ITEMS

a. CAO Counts' Growth Plan

Previously discussed under CAO Counts' Report.

XIV. OTHER BUSINESS

a. CMU – Jonathan Trout

Mr. Trout informed the Board and Administration that he is happy to hear that the Strategic Plan is moving forward and inquired how about the results and how they would be evaluated.

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Mr. Trout informed the Board that they missed an important Board Development and encouraged the Board to review the online presentation. Mr. Trout added that there is another Board Development scheduled for February 27th about evaluating school performance.

b. Legal Fees

Mrs. Counts mentioned that she has been combing through the budget and noticed that the current legal fees versus previous years were higher.

President Hogan remarked that the things that we are doing now account for some of the increased costs. **President Hogan** stated that to make sure that the Academy remains compliant, it was necessary to involve the attorneys.

Secretary Piner added that the attorneys need not be the only resource.

XV. EXTENDED PUBLIC COMMENT

Mrs. Hollins reminded the Board of the Work Session scheduled for November 16th to review their Board Policies.

Mrs. Counts added that Dr. Esch will be at the Academy at 1:00 p.m. on November 5th to review the Fall 2019 Board Policy updates as well.

President Hogan encouraged Administration to keep pushing and to keep enduring because they are affecting students' lives and the lives of families. **President Hogan** added that it is important to keep encouraging and pushing one another.

XVI. CORRESPONDENCE

None.

XVII. ADJOURNMENT

MOTION: VICE PRESIDENT ROBERT VANEVERY MADE A MOTION TO ADJOURN THE MEETING AT 8:34 p.m. / a.m.

SUPPORT: SECRETARY RANDALL PINER SECONDED.

DISCUSSION: None

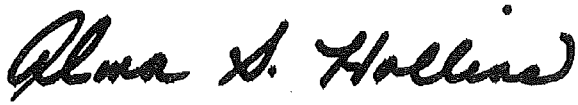
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MINUTES CERTIFICATION

Proposed minutes respectfully submitted,




Recording Secretary

10/22/19

Date

Approved by the West Village Academy
Board of Directors:



Board Secretary

11/19/19

Date

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