

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: April 20, 2021
TIME: 7:30 p.m./ a.m.
LOCATION: ZOOM Virtual Meeting

Approved

MINUTES

MEETING TYPE: REGULAR SPECIAL PROPOSED APPROVED

I. CALL TO ORDER

PRESIDENT CARLA HOGAN called the meeting to order at 7:30 p.m./ a.m. on Tuesday, April 20, 2021.

II. ROLL CALL

Mrs. Carla Hogan, President, Board of Directors, Detroit, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Robert VanEvery, Vice Pres., Board of Directors, Commerce Township MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Randall Piner, Treasurer, Board of Directors, Detroit, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mrs. Kerri Hill, Secretary, Board of Directors, Inkster, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ms. Bridie Mayo, Board Member, Board of Directors, Farmington Hills, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

ADMINISTRATION PRESENT (all or part of the meeting)

Mrs. Carletta Counts, Superintendent, West Village Academy
 Mr. Brad Miller, Building Principal, West Village Academy
 Mrs. Ernestine Howard, Elementary Principal, West Village Academy
 Mr. Torrence Greene, Dean of Students, 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, Central Michigan University Charter Schools Office

The proposed agenda was distributed.

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III. PUBLIC COMMENT *(For Agenda Items Only)*

None.

IV. APPROVAL OF AGENDA.**MOTION: SECRETARY KERRI HILL** MADE A MOTION TO APPROVE THE April 20, 2021 AGENDA. AS PRESENTED. WITH ADDITIONS/CHANGES - MOVE NEW BUSINESS AFTER COMMITTEE REPORTS**SUPPORT: MEMBER BRIDIE MAYO** SECONDED.**DISCUSSION: None.****MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.****NEXT MEETING:**

The next regularly scheduled meeting for the West Village Academy Board of Directors, will be held on Tuesday, May 18, 2021 at 3530 Westwood Avenue, Dearborn, MI 48124. This meeting is scheduled to convene at 7:30 a.m./ p.m.

V. APPROVAL OF THE March 16, 2021 **MEETING MINUTES****MOTION: TREASURER RANDALL PINER** MADE A MOTION TO APPROVE THE March 16, 2021 MEETING MINUTES AS PRESENTED. WITH ADDITIONS/CHANGES.**SUPPORT: MEMBER BRIDIE MAYO** SECONDED.**DISCUSSION: None.****MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.****VI. EPICENTER COMPLIANCE** – Mrs. Hollins spoke to the compliance percentages and provided detail about the upcoming deadlines.**VII. TREASURER'S REPORT**a. March Financials

Mrs. Williams reviewed the Financial Dashboard with the Board and reported on the following:

- Cash as of March 31, 2021 was \$248,640.99 as compared to March 31, 2020 when the cash in the bank was \$285,295.90. Reimbursement from Federal funds is being requested which will increase the Academy's cash.
- The ability of the Academy to pay all of its financial obligations in one year is 4.61. In 2020, the Academy's ratio to pay its debt was 3.53 and in 2019 it was 4.06.
- The Days' Cash on Hand in 2021 was 22.77. In 2020 it was 26.17, and in 2019 it was 39.44.

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- WVA's Fund Balance was 24.46 of its total budgeted expenses for the fiscal year. In 2020, WVA's Fund Balance was 18.60 and in 2019, the Fund Balance was 24.22.
- 9/12th of the budget is 75%. WVA's YTD Actual Expenses equals 60% of its total budgeted expenses. Accrued expenditures are not included.
- The projected cash balance at June 30, 2021 is \$240,575 versus the projected June cash balance at June 30, 2020 which was \$270,170.
- For the line items that are over, reclasses or adjustments in the next budget revision will take place.
- We will be meeting with WVA Administration and the Board Treasurer to start the budget revision and the 2021-2022 budget process.

VIII. CAO REPORT

Mrs. Counts reviewed her report with the Board and elaborated on the following Strategic Plan Objectives:

- Increase Student Achievement
 - WVA is in the process of testing. The Academy will provide private seating for those virtual students that want to come in and test. So far, two families have agreed to come in for testing, but Mrs. Counts believes that most families are opting out.
 - WVA is surveying parents for summer school. Mrs. Counts informed the Board that she has applied for the summer school grant. Summer school will take place completely outside and will be offered virtually as well.
- Improve Instructional Delivery and Teacher Effectiveness
 - During the months of March and April, principals met and will continue to meet weekly during PLC to review the unpacking of standards and assessments.
 - Elementary and Middle school teams have been meeting to unpack standards and create assessment grading scales.
- Ensure Fiscal Stability
 - WVA has been maintaining their enrollment. The current enrollment is 360 students.
- Ensure Healthy Culture and Environment
 - Collaboration with 21st Century has been outstanding this year. They will be providing activities for the students after they complete their NWEA testing.

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- Improve Alignment of Curriculum to Common Core Standards
 - Staff PD is being developed for identifying rigorous assessments and being able to evaluate whether a curricular resource meets the standard.
- Improve Governance and Oversight (Board and CAO)
 - The WVA Board members participated in their third Strategic Planning session on April 10th.
 - The Board/Administration is planning a summer retreat.
 - Mrs. Counts discussed CAO evaluation training for new Board members
 - **President Hogan** suggested that the current Board members participate in the CAO evaluation process and requested that Mrs. Hollins set the session up for June.
- Improve Efficiency and Effectiveness of District Processes
 - WVA plans to remain virtual for students due to rising cases as well as reported cases of WVA families with COVID and/or due to quarantine/contact tracing.
 - WVA will allow in-person testing and/or enrichment activities.
- Improve Stakeholders Capacity and Leadership
 - Celebration of Success (Parents)

Ms. Shonteel Foster – Ms. Foster is the mother of two middle school students. She has been a member of the WVA community for the past five years and is actively involved and always willing to help.
 - Celebration of Success (Staff)

Ms. Lori Lett, 1st grade teacher, uses her years of teaching and her knowledge of educational theory to assess the academic and social-emotional development of her students. She is unwaveringly committed to her students and her profession.

Mr. Torrance Greene, Dean of Students, takes his role and responsibility for the safety, security, and well-being of WVA's students very seriously. Mr. Greene is an exceptional leader with vision who is highly regarded by his colleagues, parents, and students.

Ms. Lottie Larkins, speech and language teacher, willingly goes over and above to ensure that her students receive the personalized attention that they deserve. She is dedicated and sensitive to the needs of her students and families and always willing to assist others. Ms. Rochelle Wilson, Task Force and PBIS team member, works hard to support WVA's students and their families. She is responsible for coordinating many of the Academy's activities (i.e., student of the month and guest speakers).

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- Monthly ECLP Update
 - WVA plans to remain virtual

Two-way student interaction during the following weeks:

- March 03 – March 09 - 100%
- March 10 – March 16 - 91%
- March 17 – March 23 - 86%
- March 24 – April 06 - 85%

IX. PUBLIC COMMENT *(Related to Extended COVID-19 Learning Plan)*

No members of the public asked any questions or made any comments.

X. STRATEGIC PLANNING

Previously discussed.

XI. OLD BUSINESS

a. Approval of Trinity Contract

Mrs. Counts reported that she has not heard from Trinity's attorney yet to finalize the contract.

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO APPROVE THE TRINITY CONTRACT PENDING PREVIOUSLY APPROVED BOARD CHANGES.

SUPPORT: VICE PRESIDENT ROBERT VANEVERY SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

b. Approval of WayneResa SMART Consortium Agreement

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO APPROVE THE WayneResa SMART CONSORTIUM AGREEMENT.

SUPPORT: TREASURER RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

XII. COMMITTEE REPORTS

Governance Committee – **President Hogan** reported that the Board has been participating along with members of WVA Administration in Strategic Planning sessions. **President Hogan** informed the Board that she has asked **Member Mayo** to take the lead for the Governance Committee.

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Mrs. Counts requested that the Contract Committee meet sometime during the month of April.

Academic Committee – **Vice President VanEvery** reported on the following:

- Mid-year NWEA testing has gone well considering the current situation.
- The next NWEA testing is scheduled between May 10th and June 4th.
- M-STEP testing – Parents can opt out of the testing for their children.
- Reading scores have improved.
- Student participation and attendance has been fantastic.

Finance Committee – **Treasurer Piner** reported that a budget meeting is scheduled for April 22nd. A lot of funding has become available. It is imperative that we make sure that all of the funding is properly allocated.

XIII. NEW BUSINESS

a. Election of Officers

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO NOMINATE MEMBER RANDALL PINER AS PRESIDENT OF THE WVA BOARD OF DIRECTORS

SUPPORT: VICE PRESIDENT ROBERT VANEVERY SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO NOMINATE MEMBER KERRI HILL AS VICE PRESIDENT OF THE WVA BOARD OF DIRECTORS.

SUPPORT: TREASURER RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO NOMINATE MEMBER BRIDIE MAYO AS SECRETARY OF THE WVA BOARD OF DIRECTORS.

SUPPORT: TREASURER RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MOTION: PRESIDENT CARLA HOGAN MADE A MOTION TO NOMINATE MEMBER RANDALL PINER AS TREASURER OF THE WVA BOARD OF DIRECTORS.

SUPPORT: VICE PRESIDENT ROBERT VANEVERY SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

b. Board Member Interview

President Hogan presented Ms. Santoria Shepherd as a candidate to join the WVA Board of Directors. Ms. Shepherd shared her background and interacted with the Board in a question-and-answer session.

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c. Board Member Nomination

MOTION: VICE PRESIDENT ROBERT VANEVERY MADE A MOTION TO NOMINATE MS. SANTORIA SHEPHERD TO THE BOARD OF DIRECTORS OF WEST VILLAGE ACADEMY.

SUPPORT: SECRETARY KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED VIA ROLL CALL.

d. Approval of Monthly ECLP Resolution

MOTION: TREASURER RANDALL PINER MADE A MOTION TO APPROVE THE MONTHLY ECLP RESOLUTION.

SUPPORT: SECRETARY KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED VIA ROLL CALL.

XIV. FOLLOW UP/ACTION ITEMS

None.

XV. OTHER BUSINESSa. **CMU – Jonathan Trout** remarked on the following:

- Extended congratulations to the parents and staff on the celebration of their success.
- Informed Ms. Shepherd that he would be in touch with her regarding next steps.
- BAA Secure Site Permission – This is an MDE composite where they pull all of the testing information. This will help CMU generate reports.
- Mr. Trout shared upcoming events.
- Virtual meetings are still allowed in Wayne County.

Mr. Trout expressed to Mrs. Hogan that she will be missed and thanked her for her service to West Village Academy.

XVI. EXTENDED PUBLIC COMMENT

- The Board expressed how much they will miss Mrs. Hogan as well as her dedication and enthusiasm that she brought to the Board and WVA Academy. They extended best wishes for future success with DPSCD.

XVII. CORRESPONDENCE/FOR YOUR INFORMATION

None.

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XVIII. ADJOURNMENT

MOTION: TREASURER RANDALL PINER MADE A MOTION TO ADJOURN THE MEETING AT 8:45 p.m. / a.m.

SUPPORT: MEMBER BRIDIE MAYO SECONDED.

DISCUSSION: None

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Alma S. Hollins

Recording Secretary

4-28-2021

Date

Approved by the West Village Academy Board of Directors

Bridie Mayo

Recording Secretary

5-18-2021

Date

Signature: 
Bridie Mayo (May 19, 2021 17:20 EDT)

Email: bmayo1968@gmail.com

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