

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: May 18, 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 RANDALL PINER called the meeting to order at 7:30 p.m./ a.m. on Tuesday, May 18, 2021.

II. ROLL CALL

Mr. Randall Piner, President/Treasurer, Board of Directors, Detroit, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mrs. Kerri Hill, Vice President, Board of Directors, Inkster, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ms. Bridie Mayo, Secretary, Board of Directors, Farmington Hills, MI	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Robert VanEvery, Bd Member Board of Directors, Commerce Township 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: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE May 18, 2021 AGENDA.

AS PRESENTED.

WITH ADDITIONS/CHANGES

SUPPORT: BOARD MEMBER ROBERT VANEVERY 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, June 15, 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 April 20, 2021 MEETING MINUTES

MOTION: BOARD MEMBER ROBERT VANEVERY MADE A MOTION TO APPROVE THE April 20, 2021 MEETING MINUTES

AS PRESENTED.

WITH ADDITIONS/CHANGES.

SUPPORT: VICE PRESIDENT KERRI HILL 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. April Financials

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

- Cash as of April 30, 2021 was \$159,048 as compared to April 30, 2020 when the cash in the bank was \$283,032. Mrs. Williams added that they are waiting on reimbursements which will increase WVA's cash.
- The ability of the Academy to pay all of its financial obligations in one year is 5.59. In 2020, the Academy's ratio to pay its debt was 4.33 and in 2019 it was 4.89.
- The Days' Cash on Hand in 2021 was 14.56. In 2020 it was 25.97, and in 2019 it was 40.29.

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- WVA's Fund Balance was 24.99 of its total budgeted expenses for the fiscal year. In 2020, WVA's Fund Balance was 20.30 and in 2019, the Fund Balance was 24.18.
- 10/12th of the budget is 83%. 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 \$153,671 versus the projected June cash balance at June 30, 2020 which was \$270,170.
- Mrs. Williams reported work on the final 2020-2021 budget amendment as well as the 2021-2022 budget is in process.

VIII. CAO REPORT

Mrs. Counts reported on the following Strategic Objectives:

- Increase Student Achievement
Summer School – WVA can accommodate 50 students in-person. Virtually, all students can attend. Bridge Books, which are workbooks that apply to each student's grade level, are available to all students.

Testing – A lot of students opted out of testing.
- Improve Instructional Delivery and Teacher Effectiveness
Mr. Miller and Mrs. Howard will be conducting evaluation of the staff over the next few weeks.
- Ensure Healthy Culture and Environment
WVA will be partnering with the 21st Century. We will be supporting students' mental health with fun activities for the next 5 weeks.
- Align Resources with Strategic Priorities
As of April 7th, WVA's student enrollment was 360 students and re-enrollment is in progress. WVA is also asking parents whether they prefer virtual or in-person for the 2021-2022 school year.
- Improve Alignment of Curriculum to Common Core Standards
K-8 PLC sessions have been completed with 100% participation. All work has been archived for future reference. The teachers have unpacked their standards from the first quarter and are working towards completing the second quarter.
- Improve Instructional Practices and Leadership
On May 28th, all staff will be working with Dr. Akua from Atlanta, Georgia on culturally relevant instruction through the lens of social studies.

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- Improve Governance and Oversight (Board and CAO)

Mrs. Counts reminded the Board that a meeting needed to be scheduled with the Committee to conduct her evaluation and discuss her contract.

- Improve Stakeholders Capacity and Leadership

Celebration of Success – Parents

- WVA recognized Marta Davies and Abel Barajas for the support that they have provided to WVA over the past 14 years. They have donated mulch many times and provided snacks for the students during testing almost every year. They are always willing to volunteer when asked and have shown much kindness to WVA's staff and students.

Celebration of Success – Staff

- Tania Danforth is being recognized for outstanding achievement in teaching and supporting school initiatives. She has met all the requirements set by Mr. Miller throughout the year.
- Jennifer Melvin is being recognized for outstanding growth and professionalism. Ms. Melvin was the first to be recognized for her outstanding performance in developing her unpacked standard and grading scale. Her example was used as a model for staff members. In addition to providing her students with interactive and engaging science lessons, Ms. Melvin is consistent with daily office hours, supporting student council, and being an excellent resource for the Next Generation Science curriculum.
- Kay Yacoobi is being recognized for the amazing work that she has accomplished while teaching kindergarten and first grade. Her ability to nurture and personalize instruction for each student is impressive and shows exceptional dedication to the Mission and Vision of WVA.
- Jessica Ely is being recognized for her commitment to the students and staff at WVA. She motivates and inspires her 5th grade students to become excited about learning and putting forth their personal best.
- Lynn Steelman is being recognized as an outstanding member of our WVA team. She embodies excellence, hard work, and unwavering dedication to WVA students and staff. Mrs. Steelman is the Dean of Intervention; however, she serves in many other capacities and does a tremendous job.

- ECLP Update

Mrs. Counts reported that WVA plans to stay virtual through the remainder of the school year.

Two-way student interaction:

- April 07 – April 13 – 86%
- April 14 – April 20 – 85%
- April 21 – April 27 – 83%
- April 28 – May 04 -- 84%

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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

Mrs. Counts informed the Board that she would be meeting with Provision to categorize the goals that were developed during the Strategic Planning sessions.

XI. OLD BUSINESSa. Trinity Contract

Mrs. Counts reported that she is awaiting the contract from Trinity's attorney.

XII. NEW BUSINESSa. Election of Treasurer

MOTION: PRESIDENT RANDALL PINER MADE A MOTION TO ELECT BOARD MEMBER ROBERT VANEVERY TO THE OFFICE OF TREASURER.

SUPPORT: VICE PRESIDENT KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

b. Approval of Monthly ECLP Resolution

MOTION: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE MONTHLY ECLP RESOLUTION FOR THE MONTH OF APRIL-MAY.

SUPPORT: PRESIDENT RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

c. Approval of 2021-2022 Annual Board Meeting Schedule

MOTION: BOARD MEMBER ROBERT VANEVERY MADE A MOTION TO APPROVE THE 2021-2022 ANNUAL BOARD MEETING SCHEDULE.

SUPPORT: VICE PRESIDENT KERRI HILL SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

d. Approval of 2021-2022 School Calendar/School Day Schedule

MOTION: SECRETARY BRIDIE MAYO MADE A MOTION TO APPROVE THE 2021-2022 SCHOOL CALENDAR/SCHOOL DAY SCHEDULE.

SUPPORT: BOARD MEMBER ROBERT VANEVERY SECONDED.

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DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

e. Approval of 2021-2022 CONTRACTS

MOTION: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE FOLLOWING 2021-2022 CONTRACTS: VENDED MEALS CONTRACT; C&C CONSULTING AND EDUCATION, LLC; DETROIT INSTITUTE FOR CHILDREN; DOWNRIVER CLEANING SERVICE; AND TOTAL EDUCATION SOLUTIONS.

SUPPORT: SECRETARY BRIDIE MAYO SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

f. Approval of SAAN APPLICATION AND RESOLUTION

MOTION: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE SAAN APPLICATION AND RESOLUTION.

SUPPORT: PRESIDENT RANDALL PINER SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

XIII. COMMITTEE REPORTS

Governance Committee – **Secretary Bridie Mayo** reported that there was nothing to report this month.

Academic Committee – **Vice President VanEvery** reported that the Academic Committee will meet on June 9, 2021, at 11:00 a.m.

Finance Committee – **Treasurer Piner** reported that the Finance Committee has been working diligently on the revised budget amendment as well as the 2021-2022 operating budget. Mrs. Counts reported that yard signs have been purchased for all of the students.

XIV. FOLLOW UP/ACTION ITEMS

None.

XV. OTHER BUSINESS

a. **CMU – Jonathan Trout** remarked on the following:

- Additional funding is coming in, but it is geared to bridge the learning gap, the mental health of students, and to enhance the educational environment. The use of the money is pretty broad, but we encourage you to spend it wisely as the money will not be here forever.

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- **President Piner** responded that there is a real focus in our budget meetings to make sure that we are spending the money wisely. Staff retention and the mental health of both students and staff is of vital importance.

XVI. EXTENDED PUBLIC COMMENT

- Ms. Michelle Pringle, parent, expressed her appreciation for the Celebration of Success.
- Mrs. Counts thanked Ms. Michelle Khatib from the 21st Century for her work with WVA.

XVII. CORRESPONDENCE/FOR YOUR INFORMATION

None.

XVIII. ADJOURNMENT

MOTION PRESIDENT RANDALL PINER MADE A MOTION TO ADJOURN THE MEETING AT 8:15
p.m. / a.m.

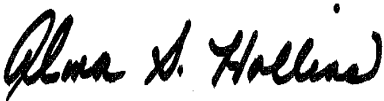
SUPPORT: SECRETARY BRIDIE MAYO SECONDED.

DISCUSSION: None

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,



Recording Secretary

5-28-2021

Date

Approved by the West Village Academy
Board of Directors


Bridie Mayo (Jun 17, 2021 13:24 EDT)

Recording Secretary

6-15-2021

Date

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