

West Village Academy

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

SPECIAL MEETING WEST VILLAGE ACADEMY BOARD OF DIRECTORS

DATE: February 19, 2022
TIME: 9:00 p.m./ a.m.
LOCATION: West Village Academy
3530 Westwood Street
Dearborn, MI 48124

Approved

MINUTES

MEETING TYPE: REGULAR SPECIAL PROPOSED APPROVED

I. CALL TO ORDER

PRESIDENT RANDALL PINER called the meeting to order at 9:22 p.m./ a.m. on Saturday, February 19, 2022.

II. ROLL CALL

Mr. Randall Piner, President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ms. Kerri Hill, Vice President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
<i>Ms. Hill arrived at 9:30 a.m.</i>		
Ms. Bridie Mayo, Secretary, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Robert VanEvery, Treasurer, Board of Directors	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mrs. Santoria Shepherd, Board Member, Board of Directors	<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, Principal, West Village Academy

OTHERS PRESENT *(all or part of the meeting)*

Mrs. Alma Hollins, Board Liaison, Provision
Mrs. Felicia Williams, Board Accountant, Provision
Mrs. Rachel Horne, Board Accountant, 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: PRESIDENT RANDALL PINER MADE A MOTION TO APPROVE THE February 19, 2022 AGENDA.

 AS PRESENTED. WITH ADDITIONS/CHANGES.**SUPPORT: SECRETARY BRIDIE MAYO 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 Saturday, March 19, 2022 at 3530 Westwood Avenue, Dearborn, MI 48124. This meeting is scheduled to convene at 9:00 a.m./ p.m.

V. APPROVAL OF December 21, 2021 MEETING MINUTES

MOTION: PRESIDENT RANDALL PINER MADE A MOTION TO APPROVE THE December 21, 2021 MEETING MINUTES.

 AS PRESENTED. WITH ADDITIONS/CHANGES**SUPPORT: SECRETARY BRIDIE MAYO SECONDED.****DISCUSSION: None.****MOTION CARRIED UNANIMOUSLY.****VI. EPICENTER COMPLIANCE** – Mrs. Hollins shared the upcoming submissions and reported that both the Academy and the Board were at 100% compliance.**VII. TREASURER'S REPORT**a. January Financials

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

- Cash as of January 31, 2022 was \$72,497.80 as compared to January 31, 2021 when the cash in the bank was \$376,854.76. Mrs. Williams shared that there have been challenges with being able to draw down funds but they will continue the process in order to increase cash flow.
- The ability of the Academy to pay all of its financial obligations in one year is 2.84. In 2021, the Academy's ratio to pay its debt was 3.01 and in 2020 it was 2.60.

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- The Days' Cash on Hand in 2022 was 6.80. In 2021 it was 37.37, and in 2020 it was 22.18.
- WVA's Fund Balance was 13.98% of its total budgeted expenses for the fiscal year. In 2021, WVA's Fund Balance was 22.88% and in 2020, the Fund Balance was 15.95%.
- 7/12th of the budget is .58%. WVA's YTD Actual Expenses equals .56% of its total budgeted expenses. Accrued expenditures are not included.
- The projected cash balance at June 30, 2022 is \$103,491 versus the projected June 30, 2021 cash balance which was \$36,178.

Mrs. Williams shared that work on the budget amendment is in process and added that the goal is to present it to the Board for approval at the March Board meeting.

Mrs. Williams reminded the Board that they need to open the additional bank account per CMU requirements.

VIII. CAO REPORT

Mrs. Counts reported on the following:

Student Enrollment: 311

Increase Student Achievement

NWEA: Growth Summary Report

- Winter:
 - 50% of WVA students reach their growth target fall to fall.
 - 46.3% of WVA students' growth target in Math (76% of students were tested).
 - 50.4% of WVA students' growth target in Reading (77% of students were tested).
- Fall:
 - 50% of WVA students reach their growth target fall to fall.
 - 24.3% of WVA students' growth target in Math
 - 37.3% of WVA students' growth target in Reading
- Fall:
 - 50% of WVA students will be proficient.
 - Number of students proficient as of October 18, 2021
 - 15% of WVA students' proficient in Math
 - 30.3% of WVA students proficient in Reading

3rd Grade Proficiency – At least 50% of WVA's 3rd grade students will be proficient in Reading.

- Fall: (According to NWEA)
 - 21% of WVA students were proficient in Reading
- Winter: (According to NWEA)

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- 27% of WVA students were proficient in Reading

Mrs. Counts shared Supporting Interventions as well as Proposed Interventions:

Improve Instructional Delivery and Teacher Effectiveness

- Charlotte Danielson:
 - The principals have completed the mid-year staff evaluations.

Ensure Healthy Culture and Environment

- The partnership with 21st Century provides after-school enrichment activities for WVA's students. The 21st Century also applied for a Stabilization Grant which has provided:
 - Individual air purifiers for the students and staff
 - ACT Prep classes for the 8th grade students
 - STEM Movie Project for the 7th and 8th grade students
 - Sports
 - Food for Curriculum/Title 1 night which is scheduled for March 23, 2022.

PBIS Elementary and Middle School:

- School Safety
 - WVA has contacted and consulted with the Dearborn Police Department due to incidents of: Bullying (Cyber), Tech Alerts, Personal Protection Order violations (custody battles), and Lockdown Drills.
 - WVA has also entered into partnership with the Dearborn Police Department

Ensure Fiscal Stability – Maintain Enrollment of 311

- The ESSER III funds have not been released yet.

Improve Alignment of Curriculum to Common Core Standards

- Parent Understanding of Curriculum
 - Curriculum/Title I night is scheduled for March 23rd at 4:00 p.m. It is an in-person event; however, parents can be virtual.
 - Parents will receive training on Student Island, IXL, and Razz Kids
 - There is a schoolwide book study on the book, "Yardsticks."

Improve Governance and Oversight (Board and CAO)

- The Academic Committee met and has a new member, parent B. Reynolds.
- The Governance Committee needs to review Mrs. Counts' growth plan and her mid-year evaluation.
- The Board needs to schedule a date for the next Strategic Planning meeting.

Improve Stakeholders Capacity and Leadership

Celebration of Success (Staff)

- Mrs. April Roberts is being recognized for:

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- Excellence in teaching and student achievement
 - Outstanding 5th grade teacher who is committed to her students and to WVA
 - Wealth of knowledge and experience in teaching and helping students to succeed
 - Dedicated and hardworking team player who adheres to all policies and procedures
 - 5th grade is on target to exceed expectations for this spring's NWEA testing cycle
- Ms. Jaleesa Miller is being recognized for:
 - Outstanding performance in virtual and in-person instruction
 - Being present for the implementation of all initiatives from standard based grading to unpacking standards
 - Has a heart for the students of WVA
 - 5th grade is on target to exceed expectations for this spring's NWEA testing cycle.
 - Mrs. Howard is being recognized for:
 - Excellence in Leadership
 - Assumed responsibilities in addition to her own due to the absence of Mr. Miller.
 - Her leadership and direction placed WVA in the position for one of WVA's best schoolwide performances in the Winter NWEA.

Increase Employee Engagement

Increase Recruitment and Retention of Highly Effective Staff

- Retention/Signing Bonuses
- Hazard Pay
- In-person and virtual instructional
- Teacher Mental Health Days (March 18, March 25, April 15, May 31)

IX. STRATEGIC PLANNING

Previously addressed.

X. OLD BUSINESS

None.

XI. NEW BUSINESS

a. Approval of Revised Board Meeting Schedule

MOTION: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE REVISED BOARD MEETING SCHEDULE.

SUPPORT: BOARD MEMBER SANTORIA SHEPHERD SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

b. Approval of National Charter School Conference – Washington, D.C.

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MOTION: PRESIDENT RANDALL PINER MADE A MOTION TO APPROVE THE EXPENSE OF FUNDS FOR TWO BOARD MEMBERS AND THE SUPERINTENDENT TO ATTEND THE NATIONAL CHARTER SCHOOL CONFERENCE FROM JUNE 19, 2022 THROUGH JUNE 22, 2022. SUPPORT: SECRETARY BRIDIE MAYO SECONDED.
DISCUSSION: None.
MOTION CARRIED UNANIMOUSLY.

c. Approval of Revised School Calendar

MOTION: VICE PRESIDENT KERRI HILL MADE A MOTION TO APPROVE THE REVISED SCHOOL CALENDAR.
SUPPORT: PRESIDENT RANDALL PINER SECONDED.
DISCUSSION: None.
MOTION CARRIED UNANIMOUSLY.

XII. COMMITTEE REPORTS

Governance Committee

Secretary Mayo informed the Board that **Vice President Hill** has joined the Governance Committee and added that there will be a Governance Committee meeting in the next few weeks.

Academic Committee – **Vice President Hill** reported that the Academic Committee met and discussed virtual instruction, after school programming, technology, NWEA, partnerships, and student attendance.

Finance Committee – **Board Member Shepherd** shared that the Committee discussed the cash flow issue and will meet again once funds are released.

XIII. FOLLOW UP/ACTION ITEMS

None.

XIV. OTHER BUSINESS

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

- Black History Month – In honor of Black History Month, CMU will have a reading at 12:00 noon every Monday for K-3rd grade students during the month of February.
- On February 23, 2022 at 12:00 noon there will be a webinar on Social Emotional Learning.
- March is reading month.
- There will be an in-person panel discussion on March 16, 2022 at The View in Lansing, Michigan at 6:00 p.m. The Board Development Series session will focus on the Direction of Michigan Education.
- CMU's Annual Conference is scheduled for August 26, 2022.
 - Mrs. Counts inquired if WVA can be a participant at the conference.

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XV. EXTENDED PUBLIC COMMENT

On behalf of Mrs. Howard, Mrs. Counts commented on WVA students doing a wax museum.

XVI. ADJOURNMENT

MOTION: PRESIDENT RANDALL PINER MADE A MOTION TO ADJOURN THE MEETING AT 10:23
p.m. / a.m.

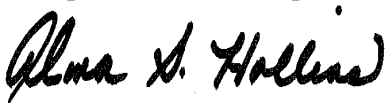
SUPPORT: VICE PRESIDENT KERRI HILL SECONDED.

DISCUSSION: None

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,



Recording Secretary

2-23-2022

Date

Approved by the West Village Academy
Board of Directors

3-19-2022

Board Secretary

Date

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