

**Mid-Michigan Leadership Academy  
Board Meeting  
Proposed Minutes**  
*Approved*

**Date:** October 10, 2022  
**Time:** 6:00 p.m.  
**Place:** Mid-Michigan Leadership Academy  
730 W. Maple Street, Lansing, Michigan 48906

I. Meeting Called to Order at 6:00 p.m. by Robert Macomber.

II. Roll Call

	Present	Absent
Nicholas Benavides	X	
Nettavia Curry		X
Leigha Faith	X	
Robert Macomber	X	

Others Present:

*CS Partners:* Cindy Metz, Dr. Lisa Weir

*Mid-Michigan Leadership Staff:* Lacey James, Keri Moon, Nathan Beyer, Elizabeth Lomax

*CMU:* Dr. Cory Merante

*Auditor:* Maner Costerisan

III. Public Comment (agenda items only)

- None

IV. Approval of Agenda

**Motion by Leigha Faith seconded by Nicholas Benavides to approve the agenda. Unanimously carried by those present.**

V. Approval of Minutes

**Motion by Leigha Faith seconded by Nicholas Benavides to approve the minutes from the September 12, 2022 Board Meeting. Unanimously carried by those present.**

VI. Board Correspondence

- CMU: Contract Amendment Request

- Letter of Intent as approval of the Contract Amendment request for the purchase of a 2.5 acre parcel of land
- Includes list of supporting materials that are required to be submitted

#### VII. Committee Reports

- Facilities/Building:
  - Met with the Land Bank
  - Legal made minor revisions to the agreement and it is now back at the Land Bank
- Governance
  - Meeting with a potential Board Member later this week

#### VIII. CS Partners Report

##### a. CS Partners Monthly Report

- Dr. Weir reviewed highlights of the CS Partners Report
- The School Performance Team held their annual training for school leaders on the administrator evaluation
  - Reviewed the 6 indicators of excellence rubric, MDE expectations and the evaluation process at the training
  - Working on an evaluation tool for assistant principals
- The annual Special Education Training was held on 9/23
- Holly Kilburn held a grants webinar to explain the grants that are currently available along with the eligibility requirements
- HR has prepared a teacher retention report with data from the 2021-2022 school year which was presented
  - Retention rate: 44%
  - Board questioned whether there were any specific reasons for the lower retention rate (ex. Leadership change, management change, curriculum change, etc)
  - Working on teacher retention, morale, and culture and climate

##### b. Financial Report

- Presentation of the Monthly Financials
  - Dr. Weir reviewed highlights of the Financial Report which was included in the board packet
  - At the time financials were prepared, year-end closing and audit work was still in progress
  - The final grant draw deposit of \$628,463 is reflected in the statements
- Presentation of the Audit
  - Maner Costerisan presented the draft Audited Financial Statements and Management and Governance Letters
  - Over \$750,000 in federal funding requires a single audit
  - Clean (unmodified) audit opinion
  - Fund balance at 19%

- Food Service Budget: working with the MDE on a plan to spend down the funds
- Shown as transferring \$350,000 to capital projects but may decide to transfer \$250,00
- The final budget anticipated using \$132,058 of the fund balance but \$228,236 was actually used due to adjusting budgeted revenues based on actual results. This is a finding but there is no concern. May possibly get a letter from the MDE. May decide not to transfer as much money to capital projects but either way will work.

**Motion by Nicholas Benavides seconded by Leigha Faith to accept the draft Audited Financial Statements. Unanimously carried by those present.**

c. Administrator's Report

- Presented by Mr. James
- Enrollment is currently 357
  - Board would like to know the amount enrollment went up or down each month
- Staff openings: ELL teacher, 4<sup>th</sup> grade teacher, paraprofessional, maintenance, social worker
  - May look to see where we sit with the budget before the ELL teacher and para are hired
- Will know where we are at with food service grants in the next couple of months
- Parent Teacher Conferences are taking place this week
- Transportation discussion
  - Still a struggle
  - Did not have bussing for Count Day last week but had a Spirit Week to encourage kids to come
  - Met with HR, Budget and Accounting and Facilities at CSP to discuss chartering a bus but it didn't work out
  - Looked into short and long term plans
  - Looked into leasing a bus but the soonest one would be available is April so still looking for a short term solution
  - Cub Club helps with before and after care
  - Would like this discussion on the agenda again next month and would like the following information: funding info, lease info/maintenance costs, driver requirements, parking options
- Mr. Beyer and Ms. Lomax presented a brief overview of the first round of testing including percentages of those proficient in reading and math, reading and math differential and percentages of those who improved in reading and math
  - Making sure teachers can use this data to make an impact
  - Updated MTSS referral form

➤ Working on Irips

IX. New Business

a. Section 98c Presentation

- Federal grant to address learning loss
- A per pupil amount will be calculated after the application window closes
- Applying for funding for the following items: GrapeSeed Program for JK/K/1st Grade ELL students, MTSS Coordinators, TYTO Technology Program, Update SWISS Tracking Form Program to focus on attendance, behaviors and academics, Panorama (an MTSS progress monitoring and management systems)

X. Old Business

a. Review of Plan for Safe Return to In-Person Instruction and Continuity of Services

- Reviewed the plan which was first presented in October, 2021
- There were only minor updates to the plan
- Public Comment on Plan: None

XI. Authorizer Report

- Cory Merante presented the CMU Report
- There is a Board Presidents Round Table on 11/1 in Grand Rapids
- Fire Up For Your Future Events are for 8<sup>th</sup> Graders to visit the CMU campus
- CMU offers 50% off tuition for staff members at partner charter schools
- There are PD opportunities on CMU's website
- CMU is looking at M-Step scores now that the embargo has been lifted
- MAPSA's Michigan Charter School Symposium is going to be held on 12/7 and 12/8 in Troy and CMU has discount codes available

XII. Extended Public Comment

- None

XIII. Adjournment

**Motion by Nicholas Benavides seconded by Leigha Faith to adjourn this meeting at 7:27 p.m. Unanimously carried by those present.**

**The next board meeting is scheduled for November 7, 2022 at 6:00 p.m.**

Proposed minutes respectfully submitted,

Cindy Metz  
Recording Secretary

10/10/2022  
Date

Approved by the Board of Directors at its 11-14-22, 2022 meeting.

  
Board Secretary

11-14-22  
Date

*Minutes are available at 730 West Maple Street, Lansing, Michigan, 48906. This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.*