



# Mid-Michigan Leadership Academy

## MID-MICHIGAN LEADERSHIP ACADEMY BOARD OF DIRECTORS – MEETING MINUTES

Date: October 12, 2015  
 Time: 5:30 p.m.  
 Location: Mid-Michigan Leadership Academy  
 730 W. Maple St.  
 Lansing, Michigan 48906

### Mission Statement

*The mission of the Mid-Michigan Leadership Academy (MMLA) is to be a provider of top-quality education to a highly diverse student body. MMLA will prepare all students for success in college, equip them with the ability and desire for lifelong learning, and strengthen their civic, ethical, and moral values. MMLA will maintain high standards of efficiency and accountability throughout its operation.*

### AGENDA

Call to Order: 5:32 pm

I. Roll Call	Present	Absent
Mia McNeil (MM)	X	
Robert Macomber (RM)		arrives at 5:34 pm
R. Robert Geake (RG)	X	
Versey Williams (VW)		arrives at 5:44 pm
Nettavia Curry (NC)	X	

### II. Approval of Minutes

#### a. Approval of Board Meeting Minutes held on September 14, 2015

MM asks BOD to review minutes. Motion to accept.

Motion: MM    Moved: RG    Seconded: NC    Vote: 4 Ayes 0 Nays    passed

### III. Approval of Agenda (if items are added, they should be included under Other Business)

MM asks BOD to review agenda. If no changes motion to accept.

Motion: MM    Moved: RG    Seconded: NC    Vote: 4 Ayes 0 Nays    passed

### IV. Administrator Report(s)

#### a. Financial Update: T. Monroe, from ISD, to discuss the monthly financials

Tina Monroe is absent and submitted a memo for the board. MM asks BOD to review Ms. Monroe's memo. If there are no questions moving on to EPR.

#### b. Educational Provider's report: Director, S. Shuttlesworth will review and discuss the Director's report.

Adrienne Yate (AY) – discusses her portion of the EPR: hired a 1<sup>st</sup> grade teacher and moved the teacher from that position into Math Intensives. Also hired a paraprofessional and has another interview this week. Student test scores are looking good. SABIS is impressed. The overall feel from SABIS coming into classrooms is positive. Things are going well overall. The initial material is mostly review and it will get more difficult. Students are visually graphing their test scores and starting high helps. No result yet from MSTEP.

Elvin Caldwell (EC) – discusses Student Life Organization® (SLO). We held a Beat Bullying Assembly and gave out bracelets. We are creating a culture of togetherness. We had a lion drawing contest and the winner is on a t-shirt that we are selling as a fundraiser along with other spirit wear. Our Halloween dance is scheduled for Oct. 30. RG – can students wear the spirit wear to school in place of their uniform? SS – need to discuss specifics with pillars and is on the agenda for this week's meeting. MM – how many SLO groups/clubs do we have going? EC – depends on the day but 3-6 per day. Enrollment Update – currently at 316 students, passing our goal! Much thanks to all involved including James Moton and New Citizens Press.

SS – we have had visits from CMU, Ingham ISD, and SABIS – with input on many levels and creating a



good focus for our team. Developing student skills with AY in small groups. Please see the New Citizen's Press article, I have copies for all board members. Top concerns involve facilities issues. Brooks Yates (BY), Facilities Manager – discusses top facilities issues. Boiler is down and needs repair or replacement. Has some bids but getting more this week. From what he has discussed with professional recommends the replacement is a better route to go. Out of the 5 boilers on the property 4 out of 5 are in good working order. No one seems to offer any warranties after the first year. MM asks RG and SS from what you have seen with our increased enrollment is there room in the budget for this? RG – yes I think so. SS – yes, but it will be close. We know it can not wait. BY – will send board the bids this week. RM takes motion to approve a replacement of the boiler

Motion: RM    Moved: MM    Seconded: VW    Vote: 5 Ayes 0 Nays    passed

BY – the roof is the other major concern. We need to send it out to re-bid. The previous bids received are past the 90-days and are no longer good. MM – motion to begin bid process on roof. RG – moved for administration to begin bid process on repair of roof.

Motion: MM    Moved: RG    Seconded: RM    Vote: 5 Ayes 0 Nays    passed

SS – the exit lights range from \$2,000-5,000 to repair. No action is needed from the board but wanted to make you aware. BY – will replace many of them myself to save money and getting new batteries and cages from the lights in the gym to protect from damage.

BY – the sprinkler system also needs to be upgrading and is receiving informal bids. This may be a next year item.

SS – Past and upcoming events include: the Parent/Student/Staff basketball game which was very successful and we had a lot of dads participating. Muffin Madness Title I event is the first of the year and will be held Oct. 29. Upcoming MAPSA Conference in Troy so I will be out of the building for that. Parent/Teacher Conferences Oct 22 & 23. Halloween celebrations on Oct. 30.

**c. HR Quarterly Report: MEP Services**

Lindsay Campeau (LC) and Amy Zastro (AZ) from MEP Services to discuss provided reports.

LC - mentions leadership meeting held this summer with all Michigan SABIS leadership staff. Open Enrollment occurred over the summer and was exclusively online. The substitute teacher pool has changed to EDU Staff from PESG. AZ – explains reports and asks BOD for feedback on what they're looking for moving forward. RG – are our salaries competitive? AZ – will review resignation letters and see how many mentioned pay. The teacher pool is smaller than it has been in the past. MMLA has given annual raises every year they have worked with MEP. RG – how many move to other charter schools? AZ – could track that through unprofessional conduct checks and fingerprint transfer requests. We will follow up with the BOD on our findings.

**V. New Business**

**a. Criminal History Records: S. Shuttlesworth**

SS – the Ingham ISD has agreed to handle this. MM – they are not charging a fee through the calendar year. Waiting on legislation to possibly have a central body in the state to house records. LC – we have filed an extension and it was granted through tomorrow, Oct. 13. MM – takes motion. RG – moves MMLA to notify IISD to handle fingerprints and notify us of fees that will occur in 2016. Discussion continues regarding a strict date for the ISD to give regarding what the fees will be in 2016. AZ – they may not know as they're waiting for legislature from a higher party. We will stay in communication and stay on top of this over the upcoming months.

Motion: MM    Moved: RG    Seconded: NC    Vote: 5 Ayes 0 Nays    passed

**b. CMU Contract Amendment No. 2: J. Trout**

MM – any discussions? I see none. Motion to approve CMU Contract Amendment No. 2

Motion: MM    Moved: RM    Seconded: NC    Vote: 5 Ayes 0 Nays    passed

**VI. Unfinished Business**

**a. Sports League: Shannon Buckley**

Shannon Buckley did not attend. MM – I haven't seen anything new.



**b. Vision & Values: Mia McNeil**

See Student/Parent handbook, page 5. MM – discusses MMLA’s vision and values with BOD.

- i.* Honesty and integrity
- ii.* Upholding our principals at all times
- iii.* Continually improving and never becoming complacent
- iv.* Quality before profit
- v.* Making a difference
- vi.* Recognizing and rewarding efficiency, loyalty, and commitment

MM – are the students really being a communication resource? How can we work on honoring team members? VW – how could we bridge to let staff know we really support them. Let them know they are valued and we care. We truly have an amazing core curriculum from SABIS it has made a difference in my kids. MM – possibly a monthly staff recognition, what could we do? VW – suggests consulting with the team – ask them what they’d like to see us do. NC asks Traci Cormier (TC) from SABIS what other school’s BOD do. TC – as a school we work with staff to recognize years of service and special annual events/accomplishments, holiday dinners, providing spirit wear. MM – open to more suggestions. MM will draft a letter about meeting enrollment goals and thanking all staff.

**c. Bus Update: E. Caldwell**

Currently one bus hold 33 students and the other 49 students and we are working on filling up all of the spots. RM – will work with Mr. Dean to negotiate bus prices.

~~VII. Public Comment (reserved for agenda items only)~~

~~VIII. Committee Report(s)~~

**IX. CMU Discussions: J. Trout**

Conference on Nov. 11 from 8-2:30pm at the Southfield Weston – please sign up. Thank you for attending the round table discussions. MM – it was nice to bounce ideas off of each other and meet other board presidents. Might be able to work with other schools to get ISD’s to offer set rates on fees.

**X. Extended Public Comment (limited to 3 minutes per person on any item/matter not listed on the agenda)**

TC – would like to introduce Candy Thomas from SABIS. She will be providing support to MI SABIS school and focusing on MMLA. She has many years of experience with SABIS but is new to this position. Looking for retreat feedback from Jim Gunner at the National Charter Schools Institute. TC will reach out. Add to next month’s agenda.

RG – would be nice to have business cards for these conferences. TC – will get quotes and send to BOD.

SS – Dr. Halik will be at the next board meeting to discuss board policy updates. MM – we are now completely up-to-date with our board policies, thank you!

**XI. Adjournment: 6:55 pm**



# Mid-Michigan Leadership Academy

## MINUTES CERTIFICATION

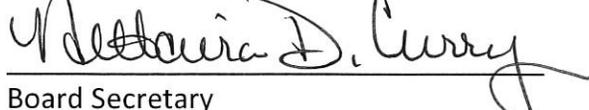
Minutes from October 12, 2015 Special Board Meeting to be approved on November 9, 2015.

Proposed minutes respectfully submitted

  
Recording Secretary

11/9/2015  
Date

Approved by the Board of Directors

  
Board Secretary

11/9/15  
Date

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A copy of the meeting minutes are available for public inspection at Mid-Michigan Leadership Academy, 730 W. Maple Street within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require a specific accommodation(s), please contact Rebekah Cathey at (517) 485-5379 prior to the meeting.

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