

# MADISON-CARVER ACADEMY

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## A Cornerstone School

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**Meeting of the Board of Directors**  
**Location: 19900 McIntyre St, Detroit, MI-48219**

### **Meeting Minutes**

February 19, 2025

7:30 am

#### **1) BUSINESS ROUTINE**

##### **a) Call to Order (President)**

The meeting called to order at 7:33 a.m.

##### **b) Board of Directors Roll Call**

**Present:** David Fitch, Elaine Tingle, Tanya Griffith, Ken Poirier, Torion Bridges

**Absent:** None

**Attendees:** Andy Anuzis, President; Clint McDaniel, GVSU Representative; John Kava, Legal Counsel; Mary Ann Johnson, Finance Director; Elizabeth Noa Carrion, Compliance Director; Grant Heugel, Operations Director; Alia Sloan, HR Coordinator; Marlene Beach, UHY Auditor; Steven Katzman, UHY Auditor

##### **c) Adoption of Agenda**

Fitch motioned to approve adding Action Item 5e - the reappointment of Ken Poirier to serve an additional Board term, and Presentation Item 3g – the review of the acceptance of the 2023-24 Grand Valley Academic Grant award. Bridges seconded. All approved.

Fitch motioned to adopt the agenda. Poirier moved. Bridges seconded. All approved.

##### **d) Approval of Previous Board Meeting Minutes**

Poirier moved. Bridges seconded. All approved.

##### **e) Pledge of Allegiance**

Board and attendees said the pledge of allegiance.

##### **f) Sharing of Gratitude**

Board and attendees expressed their gratitude's.

#### **2) PUBLIC COMMENT (Limited to agenda items)**

There was no public comment.

#### **3) PRESENTATIONS**

##### **a) UHY Audit Presentation - Steven Katzman & Marlene Beach**

###### **1) Presentation of Fiscal 2024 Audit**

ESSER was the major program that was audited. There were 10 to 12 adjustments made, these issues were due to past practices that have been changed with the new management.

###### **2) Presentation of Fiscal 2025 Audit Plan**

Our plan for the 2025 year to have our audit done in a timely manner includes beginning

earlier in the year. The team will begin auditing in May, field work will begin in August. We should have a draft by the beginning of October and a final draft by late October in order to make the November 1<sup>st</sup> deadline.

**b) Organizational Update - Andy Anuzis**  
**Service Dog**

There are several proposals that we want to bring you in March including going back to expand MCA to include 6-8<sup>th</sup> grades. We are planning for 2 sections of each grade, we can gradually grow into it. We are planning on opening a Pre-K grade as well. Grant is working on the necessary inspections and Elizabeth is working on the personnel fingerprinting and training that is required. Anuzis also informed the board that a service dog is coming to MCA in the near future, we have put all things in place for the service dog's arrival.

**c) Academic Update – Andy Anuzis**

The board was informed that school was canceled today because of the severe weather, but Principal Stovall will be present at next month's meeting to present an academic update.

**d) Human Resources - Alia Sloan**  
**Employee Handbook**

Sloan reviewed new law in Michigan that requires employers to provide paid sick time to their employees. This law takes effect February 21, 2025.

**e) Enrollment – Andy Anuzis**

New enrollment just opened back up. We are continuing our focus on parent customer service and open communication. MCA has the second highest growing campus in the network with +177 students this year.

**f) Finance - MaryAnn Johnson**

The 31A bucket is smaller for MCA, it has \$200,000 less, and the student count was a bit lower than expected. We will have to amend the budget. The Management fee will affect the General Administration bucket. School Administration went up because last year Stovall was not the Principal at the beginning of the year so it wasn't factored in the actuals. Amendments will be discussed at the next board meeting. We will have our completed financial statements through February.

There was an agreement reached that when the Board receives a financial statement it clearly states the date in which all bank accounts have been reconciled.

**g) Fitch reviewed the acceptance of the 2023-24 Grand Valley Academic Grant award.**

#### **4) BOARD POLICY WORK**

**a) Board Meeting Dates for 2024-2025: All on Wednesdays at 7:30 a.m.**

1. March 19, 2025
2. May 21, 2025
3. June 25, 2025

#### **5) ACTION ITEMS**

- a) Board Approval for Employee Handbook**
- b) Approval of Audit Engagement Letter for 2025**
- c) Approval of Fiscal 2025 Audit Plan**
- d) Approval to accept the 2023-24 Academic Grant award**
- e) Approval of the reappointment of Ken Poirier to serve an additional Board term.**

Fitch motioned to combine and approve Action Items 5a – e. Poirier moved. Bridges seconded. All approved.

## **6) CONSENT ITEMS**

None

## **7) AUTHORIZER COMMENTS - McDaniel**

Academic grants are finalizing for 2023-2024 through the Charter School office, those funds will be distributed by the end of February 2025.

You should have received the invitation to complete the GVSU stakeholder survey. Will be available January 21, 2025 – February 14, 2025.

Upcoming Board trainings will take place on February 13 and March 4<sup>th</sup>.

May 6<sup>th</sup> is Capitol Day.

The National Charter School Conference will take place on June 29 – July 2 in Orlando, FL.

## **8) ANNOUNCEMENTS**

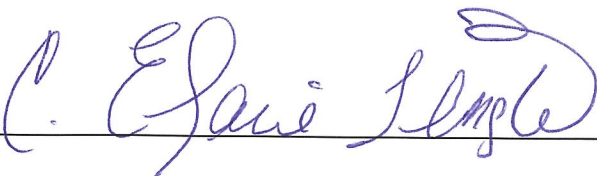
a) Next Meeting: March 19, 2025 at 7:30 a.m.

## **9) PUBLIC COMMENT** (related to non-agenda items)

There was no public comment.

## **10) MOTION TO ADJOURN MEETING**

Motion to adjourn meeting at 9:08 a.m. by Fitch. Bridges seconded. The above minutes were duly adopted on 04/02/25 by the Madison-Carver Academy Board of Directors at a properly noticed meeting held at which a quorum was present.



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Submitted by Elaine Tingle, Secretary