



# WASHINGTON-PARKS ACADEMY

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## A Cornerstone School

### Meeting of the Board of Directors

**Location:** 11685 Appleton, Redford Charter Twp, MI 48239

### Meeting Minutes

March 18, 2025

8:30am

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

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

The meeting called to order at 8:35a.

**b) Board of Directors Roll Call**

**Present:** Steve Londo, John George, TeShayla Coates, Marcia Kreger (virtual)

**Absent:** None

**Attendees:** Andy Anuzis, President; John Kava, Legal Counsel; Dustin Quarrella , Director of Enrollment (arrived 8:39a); Grant Heugel, Director of Operations; Elizabeth Noa Carrion, Compliance Director; Joe Valentic, Chief Financial Officer; Mary Ann Johnson, Finance Director; Alia Sloan, HR Coordinator; Marlene Beach, UHY Auditor; Steven Katzman, UHY Auditor; Leah Breen, GVSU Associate Vice President for Charter Schools; Clark Durant; Maggie Durant, Chief Strategy Officer; Christina Gaines, K-5 Principal; Devon Graham, Building Principal

**c) Adoption of Agenda**

Londo motioned to amend the agenda to move Presentation item 3g to 3a, and item 3h to 3b, and all other Presentation items will follow 3c - 3h.

George moved. Coates seconded. All approved.

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

George moved. Coates 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.

**g) Appointment of Officers - Marcia Kreger**

Londo motioned to approve the reappointment of Marcia Kreger to serve an additional Board term. George moved. Coates seconded. All Approved.

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

There was no public comment.

### **3) PRESENTATIONS**

#### **a) Grand Valley State University- Leah Breen**

##### **1) Authorizer report on contract renewal and academic performance**

Breen reviewed WPA's School Performance Report. The Charter contract for WPA expires in 2028, GVSU will begin the renewal process in Fall 2027. WPA is right above the 5% minimum threshold in the School Index, we are a school in distress. We need to focus on increasing proficiency and growth in ELA & Math.

Londo motioned to amend the agenda to move the Academic Update to Presentation item 3b. George moved. Coates seconded. All approved.

#### **b) Organizational Update - Andy Anuzis**

The fact that WPA is a distressed district is not news to us, we are aware. We are making the most of what we have to work with in the building. We placed two principals in Washington-Parks Academy, Devon Graham is the overall Building Principal and Christina Gaines is the K-5 Principal. We are data driven, we are constantly checking on the culture within the building. We are checking in with parents through phone calls to gauge parent satisfaction. We have made positive progress in these areas. In addition, we have focused on Math & Reading intervention.

#### **c) Academic Update - Devon Graham & Christina Gaines**

Our focus has been to get highly qualified teachers into the building. In the 6<sup>th</sup>-8<sup>th</sup> grades all of our teachers returned to teach this year. With the efforts of our teachers and our Lawrence Tech partnership we have made progress. We are making incremental gains in our I-Ready assessments in Reading. There was a dip in Math. Our 8<sup>th</sup> graders will be ready for High School by the end of the school year.

In grades 1-5<sup>th</sup> students are participating in Math Mix up during their intervention block, they are working at their learning level. We also have our "Super Readers" program which assists students improve their Reading skills.

We are focusing on developing our teachers as well with Professional Development. We also have bi-weekly PLC's which are Professional learning Communities where teachers meet in small groups to strategize.

#### **d) UHY Audit Presentation – Steve Katzman & Marlene Beach**

##### **Presentation of Fiscal 2024 Audit**

Unfortunately, we did not receive the cooperation of the previous auditor. As a result, we had to re-audit the 2023-2024 year. We issued an unmodified opinion on the financial statements. There were eight adjusting entries proposed as a result of our audit. There were no passed judgements. The majority of our revenue comes from State funding. The 2023 Fund balance has been restated to reflect the following: \$4.2M restated as grant revenue instead of a loan from LKAYA, \$4M note payable to the State removed after audit confirmed federal funds were appropriately received, and \$663K adjustment made for capital assets and unearned revenue reconciliation.

##### **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.

**e) 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.

**f) Enrollment - Dustin Quarrella**

Retention last year was a little less than 70%, this year our retention is 77%. Communication with parents has been key in this increase in retention. We only lost 3 students at WPA in total. Dawn to Dusk has been a big driver in retention and attracting new students. Enrollment has been making phone calls and creating targeted advertisements. We are exploring the idea of having a Pre-K at WPA in the near future.

**g) Finance - MaryAnn Johnson**

February books are closed. Presenting Budget amendments which show the investments were made in the schooling for the Math & reading program. These decisions were made after we drafted the budget last year. The investment is intentional. Grant funding will help offset our costs in the upcoming school year. We are at 62% of expenditures in the yearly budget. We have looked at our remaining months to stay on track with this year's budget.

**h) Closed Session pursuant to Section 8(1)(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute, such as written opinion of legal counsel subject to attorney-client privilege.**

Motion by Londo, George moved and Coates seconded, to enter into closed session at 9:48 am for the purpose of discussing attorney-client privileged communication as permitted under Section 8(1)(h) of the Open Meetings Act.

Roll Call Vote:

- John George – Yes
- Steve Londo – Yes
- TeShayla Coates – Yes

Motion carried.

The Board entered closed session at 9:48 am.

The Board returned to open session at 10:23 am.

**4) BOARD POLICY WORK**

**a) Board Meeting Dates for 2024-2025: All on Tuesdays at 8:30 a.m.**

1. May 20, 2025
2. June 24, 2025

**5) ACTION ITEMS**

**a) Approval of 2024-2025 FOIA Coordinator - Elizabeth Noa Carrion**

- b) Approval Of 2024-2025 Homeless Liaison - Elizabeth Noa Carrion
- c) Approval of 2024-2025 Recording Secretary - Elizabeth Noa Carrion
- d) Board Approval for Employee Handbook
- e) Approval of Audit Engagement Letter for 2025

Londo motioned to combine and approve Action Items a-e. George moved, Coates seconded. All approved.

- f) Approval of Fiscal 2025 Audit Plan

Londo motioned to approve Action Item f, the Fiscal 2025 Audit Plan. Coates moved, George seconded. All approved.

- g) Approval of 2024-2025 Budget Amendment

Londo motioned to approve Action Item g, the 2024-2025 Budget Amendment. George moved, Coates seconded. All approved.

- h) Approval of Reappointment Board member Marcia Kreger

Londo motioned to approve the reappointment of Marcia Kreger to serve an additional Board term. George moved. Coates seconded. All Approved.

## **6) CONSENT ITEMS**

None

## **7) AUTHORIZER COMMENTS – Leah Breen**

We have board trainings coming up: April 24 is School Budgeting & Finance, May 22 is Using an Efficient Governance Committee Structure, and June 2 is Effective Charter School Governance, Evaluating Your Performance.

Annual GVSU CSO Photo Contest – Entries due by April 11<sup>th</sup>, there is a monetary prize.

Charter Schools Week is coming up, which includes Charter Day at the Capitol on Tuesday May 6<sup>th</sup>.

## **8) ANNOUNCEMENTS**

- a) Next Meeting: May 20, 2025 at 8:30 a.m.

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

There was no public comment.

## **9) MOTION TO ADJOURN MEETING**

Motion to adjourn meeting at 11:28 a.m. by Londo. Coates moved. George seconded. The above minutes were duly adopted on 5/20/25 by the Cornerstone Washington-Parks Academy Board of Directors at a properly noticed meeting held at which a quorum was present.



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Submitted by TeShayla Coates, Secretary