



Date: December 12, 2017

Time: 6:00pm

Location: GEE White Academy

Regular Meeting Minutes

Agenda Items

Item/Subject



<p>1. Call to Order: Member Lindsey called the meeting to order at 6:28 p.m.</p>
<p>2. Roll Call of Board Members:</p> <ul style="list-style-type: none"> • Jackqueline Lindsey (<i>President</i>) – Present: Y • Alicia Merkerson (Vice President and Secretary) – Present: Y • Matiur Khan (Member) – Present: Y • Sam Noor (Member) – Present: N • Antonio Hitchcock (Treasurer) – Present: Y <p><i>Also in Attendance: Michael Conran, GEE;; Muayad Mahmoud, GEE Business Development Manager; Thomas Talmadge, Principal; Shauna Bentley, Board Liaison; Chantinique Gregory, White Academy Parent; Vanessa Gulley, DPS; Anna Nowinski, DPS; Latricia Scott, DPS</i></p>
<p>3. Recite Academic Mission Statement: The GEE White Academy Board of Directors Recited the Academic Mission Statement.</p>
<p>4. Public Comment: White Academy 2nd grade parent, Chantinique Gregory, spoke of the positive differences from the previous school year to the current school year (i.e. school Principal is present and visible, consistent communications from school to parent, facilities are clean, student code enforced, and safety patrol is visible)!</p>
<p>5. Agenda Review and Amendments Requested: Modify footer to only the Open Meetings Act legally required language.</p>
<p>6. Consent Calendar: After careful review and discussion, Member Lindsey motioned for the approval of the October 10, 2017 Regular Meeting Minutes. Member Hitchcock seconded the motion and it carried without opposition (4-0).</p>
<p>7. Principal Report: Principal Thomas Talmadge spoke to 287 students tested across grades 2-8; 40 students were above the 50th percentile for ELA and 39 students were above the 50th percentile for Math.</p> <ol style="list-style-type: none"> a. Board member Hitchcock inquired about the uncontrollable that contribute to the students not above the 50th percentile: summer loss; teacher shortage. <ul style="list-style-type: none"> ○ Mr. Mahmoud, GEE spoke to the teacher shortage: GEE provides teacher incentives, Intervene to resolve teacher issues ahead of time, offers signing bonus, competitive salaries (compared to DPS), and merit pay. Recruiting efforts include presence at teacher job fairs and college partnerships. b. Board member Lindsey inquired about what tools are being used to progress monitor the students: AIMS webs, Skills check program, and IRP small groups.

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8. Treasurer Financial Report:

After careful review and discussion, Member Lindsey motioned for the approval of the October and November Monthly Financials. Member Hitchcock seconded the motion and it carried without opposition (4-0).

- a. October and November Profit and Loss by Class were received and reviewed.
- b. The Check Register was provided to the Academy Board of Directors.

9. Authorizer Report: *Upcoming event:*

Marzano Essentials Training – Teach to Reach for Deepening Core Instruction

Wednesday December 20, 2017, 9:00a.m.-3:00 p.m.

University of Michigan Detroit Center, South Studio Room - 3663 Woodward Detroit, MI

10. GEE Report:

Michael Conran gave the GEE Report to the Academy Board of Directors.

Mr. Conran thanked the Board Members for being present at the Annual Retreat in December at GEE's Main office in Ann Arbor. Emphasis was placed on board goals.

- c. Member Merkerson asked Mr. Conran to describe the role of the board to ensure the board and GEE are on the same accord: holds the management company (financially, academically, regulations, etc.). Mr. Conran agreed.
- d. Member Lindsey asked if the board can implement the GEE recommended goals as the board sees fit? Mr. Conran agreed.
- e. Principal Talmadge stated that he is working on aligning the SIP goals with the board goals.

11. GEE White Goal Report Review:

None

12. Correspondence:

- a. DPS Compliance Report – Member Lindsey asked for GEE to provide detail around why White Academy received no stars. Mr. Mahmoud stated that it is due to late submissions; Ms. Davillier, GEE Compliance and Board of Director Coordinator, will provide further detail.
- b. Personnel Verification Report – No comment
- c. Readiness Report – No comment

13. Old Business:

- a. The Annual Conflict of Interest for Member Khan and the September Approved Minutes were signed and submitted.

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14. New Business:

- a. Financial Audit Financial Submissions – No comment
- b. Marketing Plan – Member Hitchcock inquired about where the data to market was obtained; Mr. Mahmoud from GEE confirmed that in part the information is from census data along with data obtained from working with Staples and the local student information system. GEE targets student demographics within a 4-5 mile radius from the school site. White Academy has a strong student base from the neighborhood. Member Hitchcock requests that data be provided regarding exactly where students reside within the radius to collect more information about the neighborhood demographics.
- c. GEE White School Safety Plan and Emergency Procedures – GEE creates the plan and the Principal of White Academy edits/updates;
 - o Member Merkerson stated that the plan needs to be reviewed and updated as the information contained becomes outdated; not annually.
 - The contact person that is listed is no longer employed with White Academy and should therefore be removed from the document.
 - How teachers and student injuries are handled should be included
 - Ms. Gulley, DPS, stated that the all information should be included in the board policy within the administrative guidelines/forms. Encourages the board to review.
 - Hazardous materials should reference external building materials and not just internal to the school (i.e. water and air quality)
 - o Member Hitchcock inquired about the last fire inspection; Principal Talmadge stated that the required drills for fire and lockdown are completed.
 - o Member Lindsey asked that board members be added to the RemindMe App/GroupMe App to stay current with school happenings.
 - o Mr. Conran, GEE, stated that all information will be provided from GEE.
- d. After careful review and discussion, Member Lindsey motioned for the approval of the resolution appointing board correspondence agent. Member Hitchcock seconded the motion and it carried without opposition (4-0).
- e. **Revised Budget** – Member Lindsey asked that GEE provide the board with attorney invoices from start to present with the previous law firm and the current law firm.
Tabled approval to January.
- f. Verizon bill – no comment

15. Board Development:

GEE Board Retreat held 12/9/17 offered good information to the board.

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16. Extended Public Comment: None

17. Comments from the Board:

Member Lindsey thanked the parent and Principal for having a great start to the school year and for updating the board.

18. Requested Items from Board Members:

- *The Academy Board requested an analysis of where the Academy stands regarding goals for the year and progress monitoring. The Board also requested that the SIP presented be updated to reflect grades K-8.*
- *The Academy Board requested a report noting the number of students tested by grade level, including percentages and how many are at 50% and above.*
- *Member Hitchcock requests that data be provided regarding exactly where students reside within the radius to collect more information about the neighborhood demographics.*
- *Member Lindsey asked for GEE to provide detail around why White Academy received no stars. Mr. Mahmoud stated that it is due to late submissions; Ms. Davillier, GEE Compliance and Board of Director Coordinator, will provide further detail.*
- *Member Lindsey asked that board members be added to the RemindMe App/GroupMe App to stay current with school happenings.*
- *Member Hitchcock inquired about the last fire inspection.*
- *Member Lindsey asked that GEE provide the board with attorney invoices from start to present with the previous law firm and the current law firm.*

17. Reconfirmation of Next Board Meeting:

The Academy Board of Director confirmed their next meeting on Tuesday, January 9, 2018
Time: 6:00pm Location: GEE White Academy

18. Adjournment:

Member Lindsey motioned for the adjournment of the GEE White Academy Board meeting at 8:33 pm. Member Hitchcock seconded the motion and it carried without opposition (4-0).

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GEE White Academy
5161 Charles St. Detroit, MI 48212
(313) 866-3595

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<p>Proposed Minutes respectfully submitted December 21, 2017 by:</p> <p> Shauna Bentley, Board Liaison</p>	<p>Approved by the Board of Directors at its March 13, 2018 Regular Meeting:</p> <p> Alicia Merkerson, Board Secretary</p>
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*AM 3/13/18
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