

West Michigan Academy of Arts and Academics

17350 Hazel Street, Spring Lake, MI 49456

Board Meeting – Tuesday, September 24, 2024, 5:30PM

Minutes - Approved

- I. **Call to Order** – President Tim Tiefenbach called the meeting to order at 5:30 PM.
- II. **Roll Call – Declaration of a Quorum** – Present: Tim Tiefenbach (President), Melisa Sass (Vice President), Brooke Karl (Treasurer), Kris Jones (Secretary), Sara Heacox (Trustee). Also present: Maggie Malone (Head of School / Superintendent), Liz Johnson (Business Manager), Matt Cawood (GVSU Rep).
- III. **Pledge of Allegiance**
- IV. **Reading of West Michigan Academy of Arts and Academics Mission Statement**
Empowering students to reach their ultimate personal success through the unique integration of arts and academics.
- V. **Public Comment** – There were no comments.
- VI. **Approval of the Agenda** – A motion was made by S. Heacox, supported by M. Sass to approve the agenda as written. All in favor 5-0, motion passed.
- VII. **Correspondence** – There was no correspondence.
- VIII. **Approve Board Meeting Minutes: August 27, 2024** – A motion was made by M. Sass, supported by B. Karl to approve the minutes as written. All in favor 5-0, motion passed.
- IX. **Board President’s Report**
 - a. Update evaluation tool from PS – T. Tiefenbach reported he has been in contact with Partner Solutions regarding an evaluation tool. A survey will be sent to the Board as part of the evaluation process.
- X. **Superintendent/Head of School’s Report**
 - a. Student Council – This years’ Executive Board introduced themselves and presented upcoming events. Emmerson DeBoer, President reported the upcoming harvest dance the day after Halloween, Aila Gentry, Vice-President, reported that all members of the council will take turns emptying the recycling bins, Charley Yarnold, Treasurer, reported they are looking into different fundraisers, and Ella Jensen said they went to camp and the newly painted hallways look great.
 - b. Principal – Parent/Family engagement update, visible strategy – Mark Frost reported he has been busy scheduling Parent and Family Engagement nights. There will be one of each nights each month. At the Parent nights a different topic will be discussed. On Family nights there will be an academic component, as well as activities. Title I, Part A, grant funds will help fund some of the costs.
 - c. Counselor – Monthly mental health topics – School Counselor, Natalie Jacobs, reported she and the behavior committee have been working on setting new rubrics, and processes, also covering mental health topics and social / emotional learning.
 - d. Highlights of Written Report
 - i. Strategic Planning Process beginning – The committee is ready to start the process of gathering information and forming a plan. Stakeholder meetings have been scheduled, and Tom Tenbrink will lead those meetings. Once all of the information is gathered, the committee will develop their plan.
 - ii. Professional Development – The focus this year will be on the climate of the building.

There will be two book studies, along with 100 days of strategies that the staff will learn and implement.

XI. Committee Reports

a. Finance & Audit –

- i. FA meeting share - B. Karl reported the enrollment is 372. M. Malone has been right sizing the staff, the painting project is completed, the clock / emergency system is almost complete. We will be subject to a single audit again this year, getting quotes for hand driers for the bathrooms, and the YMCA is ready to begin their program in August, as we close the former GSRP program.
- ii. Food Contract, GHAPS vendor – Board action required – B. Karl discussed the vended meals contract with GHAPS. A motion was made by M. Sass, supported by B. Karl to approve the 2024-25 vended meals contract with Grand Haven Area Public Schools for the 2024-25 school year. All in favor 5-0, motion passed.

XII. GVSU Report

- a. Compliance Status Update – Matt Cawood reported our compliance percentage is 100%.
- b. Other? – M. Cawood reported the next virtual training will be held on 9/30.

XIII. Potential Topics for November 19, 2024 Board Meeting

2024 Financial audit, Kris will lead the arts and academics committee, and strategic plan update.

XIV. Public Comment – There were no comments.

XV. Adjournment – A motion was made by S. Heacox, supported by M. Sass to adjourn the meeting at 6:01 PM. All in favor 5-0, motion passed.



A large, stylized handwritten signature in black ink, followed by the date "11.19.24" written in a similar style.