

GENESEE STEM ACADEMY  
BOARD OF DIRECTORS  
REGULAR MEETING  
MINUTES

Date: February 22, 2018  
Time: 6:00 p.m.  
Place: 5240 Calkins Rd  
Flint, MI 48532

**Call to Order**

The meeting was called to order by Vice President Legardye at 6:04 p.m.

**Roll Call**

A roll call of attendance was taken.

**Board Members**

President, Dr. Morgan- Absent (*Excused*)  
Vice President/Treasurer, Legardye - Present  
Secretary, Taylor – Present  
Member, Brownfield - Present  
Member, Shriver - Present

A quorum was present to conduct business.

Also attending the meeting were the following individuals:

**Attendees**

Dr. Lorilyn Coggins, EMAN  
Ms. Kimberly Coulter, Principal

**Approval of the Agenda**

It was moved by Mr. Brownfield and seconded by Mr. Shriver that the agenda be approved. The vote was unanimous (4/0) in favor of the motion. Motion passed – Agenda approved.

**Approval of Prior Meeting Minutes**

It was moved by Mr. Brownfield and seconded by Mr. Taylor to approve the January 25, 2018 Regular Meeting Minutes. The vote was unanimous (4/0) in favor of the motion. Motion passed – Minutes approved.

**Public Comment**

No public comment on agenda items was received.

### **Correspondence**

Form 668-C from Department of the Treasury – Internal Revenue Service received. Dr. Coggins noted that the academy is not in possession of any funds belonging to Stevens Architects. Ms. Legardye reported that Mr. Meihn as the Board's legal counsel as well as the landlord's legal counsel both reached out to the IRS in response.

Correspondence from Saginaw Valley State University was received advising the Board of expiring terms of office for both Mr. Shriver and Mr. Brownfield. The correspondence included the required application form for completion by the candidates.

### **Reports**

No legal report was provided.

Ms. Coulter summarized her monthly report, specifically noting professional development and student discipline issues. She noted and explained the recent decline in enrollment due to families relocation and personal choice. Ms. Coulter also described the academy events occurring in celebration of Black History Month. She reported on the progress being made with NWEA testing and requested \$300 for completion of two new Bangtown videos.

Dr. Coggins reported that February 14, 2018 was the supplemental count day and the pupil data is required to be certified in MSDS by March 28, 2018.

Dr. Coggins presented the financial reports to include the January cash on hand, fund balance and revenue versus expenditure report. Ms. Legardye reported on the increase in the recent Consumers Energy billings.

### **Unfinished Business**

No unfinished business came before the Board.

### **New Business**

It was moved by Ms. Legardye and seconded by Mr. Brownfield to approve the disbursements. Mr. Taylor raised a question about the utilities which was answered by Dr. Coggins. The vote was unanimous (4/0) in favor of the motion. Motion passed – Disbursements approved.

It was moved by Ms. Legardye and seconded by Mr. Brownfield that the Board adopt amended resolutions to replace certain positions vacated by Ms. Rosebush and Ms. Cheek (during her medical leave). The vote was unanimous (4/0) in favor of the motion. Motion passed – Amended Resolutions adopted.

It was moved by Ms. Legardye and seconded by Mr. Brownfield that the Board issue an RFP for the vended meals program for the 18/19 school year. The vote was unanimous in favor of the motion. Motion passed – RFP for vended school meals approved.

It was moved by Mr. Taylor and seconded by Mr. Brownfield that the Board receive at least three quotes for insurance in compliance with the M.U.S.I.C. requirements for the 18/19 school year. The vote was unanimous in favor of the motion. Motion passed – Quotes for Insurance approved.

Dr. Coggins reported that SVSU has requested a Due Diligence Questionnaire for the extension of the contract with Access Point for the 18/19 school year. Ms. Coulter was asked for her recommendation and she responded that she was pleased with the service currently provided. Dr. Coggins indicated that she would reach out to Access Point regarding an extension of the contract for the 18/19 school year. She also indicated that she would inquire about the fingerprinting process in light of recent regulatory changes.

**Extended Public Comment**

No extended public comment was received.

**Other Business**

Ms. Legardye updated the Board on negotiations with Corrigan with respect to damage caused during the recent move into the modular expansion. She noted that they agreed to reduce their bill by half to assist the Board in paying for new equipment, while not admitting fault.

**Announcement of Next Meeting**

The next Regular meeting will be held on March 22, 2018.

**Adjournment**

It was moved by Ms. Legardye and seconded by Mr. Brownfield to adjourn the meeting at 6:47 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting adjourned.



Dr. Lorilyn Coggins  
Acting Recording Secretary

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I certify that these minutes were approved [ ] as read [] as corrected by the Academy Board at a duly noticed open meeting held on March 22, 2018 at which a quorum was present.

By:  \_\_\_\_\_

Its: Secretary \_\_\_\_\_