

GENESEE STEM ACADEMY  
BOARD OF DIRECTORS  
REGULAR MEETING  
MINUTES

Date: June 27, 2019  
Time: 5:30 p.m.  
Place: 5240 Calkins Rd  
Flint, MI 48532

**Call to Order**

The meeting was called to order by President Morgan at 5:50 p.m.

**Roll Call**

A roll call of attendance was taken.

**Board Members**

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

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 Ms. Legardye that the agenda be approved. The vote was unanimous (3/0) in favor of the motion. Motion passed – Agenda approved as amended.

**Oath of Public Office**

The Oath of Public Office was administered by Dr. Coggins, Notary Public to Dr. Nicholas Morgan and Ms. Laura Legardye.

**Conflict of Interest Inquiry**

Board members were asked whether any conflicts of interest exist with respect to agenda items. There were none.

**Approval of Prior Meeting Minutes**

It was moved by Ms. Legardye and seconded by Mr. Brownfield to approve the May 30, 2019 Meeting Minutes. The vote was unanimous (3/0) in favor of the motion. Motion passed – Minutes approved.

### **Public Comment**

No public comment on agenda items was received.

Mr. Brownfield commented that Buddy Guy would be at the Capital Theatre in October and tickets are to go on sale in the morning.

### **Presentation**

Mr. Meihn's legal presentation was rescheduled.

### **6:00 p.m. Budget Hearing**

In accordance with the Legal Notice, the Budget Hearing was conducted at 6:00 p.m. A quorum of the Board was present and Dr. Coggins presented the 19/20 Proposed Operating Budget. No public comment was received. Ms. Legardye noted that the 19/20 Budget needs to include funds for dual enrollment opportunities for the high school. The 19/20 Proposed Operating Budget will be discussed further at the upcoming Board Retreat. Signing bonuses for staff will be paid from 21h funding.

The Budget Hearing was adjourned and the Regular Meeting continued with a quorum of the Board still in attendance.

### **Correspondence**

A Memorandum from the Michigan Department of Education regarding 21h funding for the 2019/2020 school year was received and reviewed.

A Memorandum from the Michigan Department of Education regarding Preparation for the 18-Month Review of Goal Attainment was received and reviewed.

The Certificate of Approval to Borrow from Saginaw Valley State University was received and reviewed.

The Saginaw Valley State University Resolution regarding Board Membership was received and reviewed.

The Saginaw Valley State University Resolution regarding reauthorization was received and reviewed.

The correspondence from Saginaw Valley State University regarding NWEA Goals was received and reviewed. Ms. Coulter presented the NWEA Goals with a comparison to the mid-year assessment and noted the improvement made by the academy.

### **Reports**

Mr. Meihn was not in attendance to present a legal report.

Ms. Coulter summarized the monthly report with highlights of current activities, including Study Island, job fair attendance, and professional development. She reported that Access Point has provided our long-term substitutes with an opportunity to secure alternate certification. She also noted that increases are expected in enrollment.

Dr. Coggins presented the financial reports to include the May cash on hand, fund balance and revenue versus expenditure reports. She reported that May's financials include three payrolls and suggested

that the Board might want to consider moving from 26 pay periods per year to 24, which would have a stabilizing effect on cash flow.

The Field Rep Report provided by Saginaw Valley State University as a result of Mr. Newcombe's visit in May was received and reviewed.

### **Unfinished Business**

The annual Board Retreat will be held at the school on Wednesday, July 10, 2019 and Thursday, July 11, 2019. Mr. Meihn, legal counsel is planning to attend. Dr. Coggins will be available by phone. Both days will start at 10:00 a.m.

### **New Business**

It was moved by Ms. Legardye and seconded by Mr. Brownfield to approve the disbursements and financial reports as presented. The vote was unanimous (3/0) in favor of the motion. Motion passed – Disbursements and financial reports approved.

It was moved by Ms. Legardye and seconded by Mr. Brownfield to approve the Charter Contract and Fiscal Agreement with Saginaw Valley State University and authorize the Board President to sign. The vote was unanimous (3/0) in favor of the motion. Motion passed – Charter Contract and Fiscal Agreement approved.

A proposal was received from ACE Outdoor Services. No action was taken.

It was moved by Dr. Morgan and seconded by Ms. Legardye to approve the 18/19 final amended budget and adopt the associated appropriations acts. The vote was unanimous (3/0) in favor of the motion. Motion passed (3/0). 18/19 Amended Budget approved.

It was moved by Dr. Morgan and seconded by Ms. Legardye that the Board approve the 19/20 Proposed Operating Budget and adopt the associated appropriations acts. The vote was unanimous (3/0) in favor of the motion. Motion passed – 19/20 Proposed Operating Budget approved.

Dr. Coggins provided the Board with a draft copy of the 2019/2020 Consolidated Application. No action was taken.

### **Extended Public Comment**

There was no extended public comment.

### **Announcement of Next Meeting**

The next board meeting is scheduled for July 25, 2019. It was suggested that the meeting be moved up and held at noon if a quorum of the board is available.

The annual Board Retreat is scheduled for Wednesday, July 10, 2019 and Thursday, July 11, 2019. Both days will begin at 10:00 at the school.

### **Adjournment**

It was moved by Ms. Legardye and seconded by Mr. Brownfield to adjourn the meeting at 7:03 p.m. The vote was unanimous (3/0) 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 July 25, 2019 at which a quorum was present.

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

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