

**PONTIAC ACADEMY for EXCELLENCE**

**School Board Meeting**  
196 Cesar E. Chavez Avenue  
Pontiac, MI 48342  
("Board Room")

**April 19, 2022 @4:30 p.m.**

**Call to Order** – G. Neal called to order at 4:30 p.m.

**Roll Call** – L. Mason

**Present:** Gladys Neal, Dorrell Morrow, Elsie Babcock and Dr. Iris Lane

**Absent:** None

**We have a quorum**

**Approval of Minutes for the November 16, 2021 School Board Meeting**

**22-041446** - G. Neal recommended a motion to approve the board minutes as submitted. I. Lane motioned to approve.  
E. Babcock seconded Ayes 4 Nays 0 Approved

**Approval of Minutes for the April 5, 2022 Special Board Meeting**

**21-041447** - G. Neal recommended a motion to approve the board minutes as submitted. I. Lane motioned to approve.  
D. Morrow seconded Ayes 4 Nays 0 Approved

**Public Comment**

None

**1. School Leader & High School Principal Report**

*Dr. Payton Jackson and Ms. Womack-Green reported on the following:*

- Dr. Payton allowed members of his leadership team to talk for five minutes about their positions (K. Pond, J. Saari, N. Barksdale, A. Womack-Green, Cherry Cannady and N. Williams)
- COVID-19/CDC guidelines
- Teacher shortage
- Students will be returning back to school on Friday's in the near future
- Administrators covering classes
- Teacher count hasn't dropped we were minus ten (10) teachers coming into the school year
- We have managed to keep most of our teachers
- There were incentives for students when they were online
- There are only 25 students per class; we try not to exceed this number
- March was reading month
- Weekly staff meetings
- 11 seniors scheduled to graduate
- 138 high school students
- Edgenuity update
- New health teacher
- Interested in hiring a Spanish teacher for the new school year
- PAE high school students are vocal about what they want in a class and are encouraged to express themselves
- NWEA is performed three times per year to track growth and development; we have been doing NWEA for about six years and used scantron prior to that for four years

- Dr. Payton assigned Ms. Womack-Green as the interim assistant principal a few months after school started in October 2021; he realized that she had a relationship with the students and had a strong presence in the high school
- PAE is continuing to recruit teachers and our working closely with HR to fill open Positions; PAE has attended job fairs and are posting on Indeed and other social media Outlets
- We will provide the board updated enrollment numbers tomorrow

## 2. K-8 Board Report

*Ms. Pamela Williams reported on the following:*

- Enrollment
- Elementary is growing from the bottom
- Three Pre-school classes
- Marketing
- Kindergarten Roundup
- Online Reading
- Virtual Incentives & Observations
- Teachers are taking attendance doing virtual learning
- Working on closing learning gaps for students
- Community Partnerships
- Honor Roll
- Parent Coffees
- Project Upward Bound (two students applied)

## Information and Discussion Items (General)

### Doug Newcombe/SVSU

- Retired and now working as a field rep w/SVSU
- Look forward to working with the board and is available if they need assistance
- Would like to offer board training/PD to new board members; will reach out to them with options

### Marcyne Johsons/CNS Healthcare

- Discussed their memorandum of understanding and what they would offer PAE
- Will send the presentation to the board
- This program is free to students, teachers and parents
- PAE does not currently have a relationship with CNS

### Dr. Liverman (Davenport University)

- Discussed Davenport's memorandum of understanding with the board
- Future Urban Stem Education (F.U.S.E) Program for students during the school year
- He will make sure the board receives the presentation from Davenport
- This program can help the educational gap
- Davenport will fund the entire program; no cost for PAE
- PAE already has a pipeline of students ready to go for this program
- PAE students in the FUSE program will be working here at PAE
- PAE students will be afforded opportunities to attend Davenport through grants and scholarships when they graduate

### Jane Saari/PAE's District Nurse

- PAE has been very healthy
- COVID-19 cases are beginning to rise in Oakland County
- Some of our students are getting viral infections but not COVID-19
- PAE just recently hired a nurse's assistant to assist the district nurse with students

### **Jeff Straus from Maner Costerisan (Financials)**

- March 2022 Financials
- 2021-2022 Amended Budget/\$8.4M
- PAE gets \$8,000+ per student
- PAE's Monthly Expenses
- Expenditures
- State Aid
- Fixed Expenses
- Federal Reimbursement for State Aid
- Governmental Receivables
- ESSR Funds
- Food Service Program
- Food Reimbursement was higher
- Reimbursement for meals
- Special Revenue Fund
- General Funds
- Excess Fund Balance
- Liabilities
- 31A Money
- Budget Actual
- Instruction Expenses
- Cash Forecast
- Check Register
- 5% or less of a fund balance is not good; 20% is a good fund balance
- Need a plan in place when COVID-19 funds are gone
- PAE's lease, reduction in students and teachers wages are causing a budget deficit

### **Information and Discussion Items (Board Members)**

- Is there \$900,000 that we receive for July and August common?
- What is driving our budget deficit?
- What are the enrollment numbers?
- Has the teacher count dropped? Do we have the same teachers from the beginning of the school year
- Concerned about the subbing pay for teachers
- Is the FUSE program in the summer or fall?
- We need the dates modified on the MOU's for Davenport University & CNS Healthcare and would like them to come to the next board meeting and present
- Do teachers take attendance during virtual learning? Is it at least 60%?
- Do our students take courses at Davenport?
- Has PAE had a relationship before with CNS?
- How are we trying to fill our 11 openings at PAE?
- How many students per class?
- Mr. Morrow spoke about being a student at project upward bound
- What does the nurse's assistant do at PAE?
- Are there assessments to pick-up the learning gaps?
- How long have we been doing NWEA and what did we do before?
- When did PAE hire an Interim Assistant principal?

### **Unfinished Business**

- ~~Tabled the New Hire Report until next board meeting~~
- Tabled the MOU for CNS Healthcare and Davenport University until next board meeting
- Tabled the New Hires report until the next board meeting

**New Business**

- Reviewed Stephanie Smith’s application for board position; would like to invite her to the May 17, 2022 board meeting

**(A) Action Items**

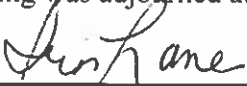
- 22-041448** – G. Neal recommended a motion to approve the Financial Reports from November 2021 through March 2022. D. Morrow motioned. I. Lane seconded Ayes 4 Nays 0 Approved
- 22-041449** – G. Neal recommended a motion to approve the 2021-2022 Amended Budget. I. Lane motioned. E. Babcock seconded Ayes 4 Nays 0 Approved
- 22-041450** – G. Neal recommended a motion to receive and accept the resignation from Mary Richardson, former board president. D. Morrow motioned. I. Lane seconded Ayes 4 Nays 0 Approved
- 22-041451** – G. Neal recommended a motion to approve the Leona Group contract. D. Morrow motioned. I. Lane seconded Ayes 4 Nays 0 Approved
- 22-041452** – G. Neal recommended a motion to approve PAE’s virtual learning from November 29, 2021 through February 11, 2022. D. Morrow motioned. I. Lane seconded Ayes 4 Nays 0 Approved

**Adjournment**

- 22-041453**– G. Neal recommended a motion to adjourn the meeting at 6:48 p.m. I. Lane motioned. E. Babcock seconded Ayes 4 Nays 0 Approved

Ayes 4  
Nays 0  
Approved

Meeting was adjourned at 6:48 p.m.

  
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Dr. Iris Lane, Board Secretary

  
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Date