

**MINUTES OF REGULAR MEETING OF
FLEX HIGH SCHOOL OF PONTIAC
(formerly LIFE SKILLS CENTER OF PONTIAC)
BOARD OF DIRECTORS**

Date: October 25, 2022
Time: 6:00 P.M.
Location: 142 Auburn Ave, Pontiac, MI 48432

1. **Call to Order and Roll Call:** The meeting was called to order at 6:08pm by Ms. Williams

Board Members Present: Clark Sanford, Kimberly Williams, and Otis Ewing

Guests Present: Alejandro Velasquez, Andy Holmes, Catrina Lee, Chad Gray, Grace Bautista, Heather Stuve, Connie Petit, Adam Miller, Heaven Ruiz, Jason Morton, Guita Sharifi, Kevin Welsh, Dr. Summer Peterson, Nick Kovach, Richard Cano, Pat Hill, and Mike VanKirk

2. **Approval of Agenda**

Motion: Mr. Ewing made a motion to approve the agenda

Second: Mr. Sanford seconded the motion

The motion was unanimously approved.

3. **Approval of Minutes from September 27, 2022**

Motion: Mr. Ewing made a motion to approve the meeting minutes from September 27, 2022

Second: Mr. Sanford seconded the motion

The motion was unanimously approved

4. **Public Comment (Related to Agenda Items):** There were no public comments related to agenda items

5. **Reports**

a) Financial Report

i. Mr. Welsh shared on the financials and income statement for 9/30/22. USLC will not allow a deficit and will cover a negative balance. Also, shared on projections for the year.

ii. Motion to approve the financial report

Motion: Mr. Sanford made a motion to approve the financial report

Seconded: Mr. Ewing seconded the motion

The motion was unanimously approved

b) School Leader Report

i. Ms. Lee provided an update to the board on enrollment, and noted

- that she had 45 students, 11 of which are SPED students.
- ii. Also shared meetings and trainings will be:
 - a. Macro connect 10/3/22
 - b. NWEA Assessment 10/11/22
 - c. School Action Plan 10/20/22
 - iii. Ms. Lee also shared the school wide focus with a voter registration drive.
 - iv. School will have a Breast Cancer awareness and Domestic Violence awareness event.

c) ESP Report

- i. Ms. Chase shared on the board summit that was held on October 11-13.
 - 1. Board members shared their thoughts on the summit, and all enjoyed it.

d) Authorizer Report

- i. Mr. Velazquez commended Ms. Lee and Mr. Holmes on a job well done. Has a 3-star rating with 100% turn in rate. FLEX HS is in compliance.

6. Consent Agenda

7. New Business

a) Reauthorization Presentation

- i. Overview- Ms. Chase shared with the board members the PPT on reauthorization. She covered location and mission & vision statement; will be final spring 2023.
- ii. Spoke on student demographics, ESP (Education Support Professionals) with a 3-year turnover rate.
- iii. Ms. Chase also spoke on parent and student surveys.
- iv. Compliance with Charter Contract- Ms. Chase shared on education & academic goals including graduation rate. Explained student performance; reading at a 4th grade level, and NWEA test scores for 2020-2022.
- v. Ms. Chase shared on SPED corrective action plan Ms. Stuve spoke to the MI school district and it has been held in a timely manner. Also shared the student attendance & service tracker is kept in a live Google document. Would like to see updates on NWEA administration and course completion progress from the Principal.
- vi. Mr. Holmes spoke on compliance with the authorizer.
- vii. Ms. Chase spoke on financial stability and stated the academy has effectively managed its finances. Also touched on the “sweep account” in the ESP agreement. Audit will be

- completed on 10/31/22.
- viii. Ms. Chase and Mr. Holmes shared on sound governance and trainings; should be shared with BMCC and should be attending trainings each year.
 - ix. Conclusion-Ms. Chase would like to work with the board on the executive summary to give to BMCSO. Also shared on areas of improvement for the school.
 - x. Ms. Chase mentioned growth of the school with an enrollment outlook of 150 students by 2023-2024. Spoke on the outreach team and their efforts.

8. Old Business

- a) Board meeting updates
 - i. Mr. Holmes made a recommendation to move the November 22 meeting to either November 15th or 29th and to cancel the December meeting.
 - ii. Motion to move November meeting to November 15, 2022
 Motion: Mr. Sanford made a motion to change the November meeting
 Seconded: Mr. Ewing seconded the motion
 The motion was unanimously approved
- 9. Board Correspondence
- 10. Extended Public Comment
- 11. Next meeting date: November 15, 2022 at 6:00pm
- 12. Adjournment
 - a) Meeting adjourned at approximately 7:20pm

CERTIFICATION

Proposed minutes respectfully submitted:

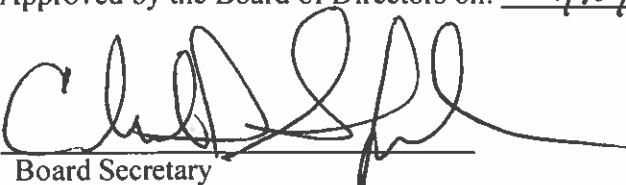


 Recording Secretary

10/25/2022

 Date

Approved by the Board of Directors on: 11/15/2022.



 Board Secretary

11/15/22

 Date