

Rutherford Winans Academy Mission Statement

The mission of Rutherford Winans Academy is to prepare students for academic excellence and responsible citizenship.



Rutherford Winans Academy
16411 Curtis Avenue, Detroit, MI 48235
Tuesday, February 13, 2024 @ 5:30 p.m.

Board Meeting Agenda

- | | |
|--|------------------------------------|
| I. Call to Order | Reginald Scott, II, President |
| II. Roll Call | Board Members |
| III. Public Comment | Board Members |
| IV. Approval of Agenda | Board Members |
| V. Approval of Minutes – December Meeting | Board Members |
| VI. Curriculum Report | Tomi Ingram, Instructional Officer |
| VII. Principal Report | Dr. Ingra Howard |
| VIII. Report from Solid Rock Management | Lateefah Scott/Melissa Evans |
| • 2 nd Quarter Financials | |
| IX. Old Business | |
| • N/A | |
| X. New Business | Board Members |
| XI. Adjournment | |

Rutherford Winans Academy Mission Statement

The mission of Rutherford Winans Academy is to prepare students for academic excellence and responsible citizenship.

(Next Meeting Date: April 17, 2024)

Approved Agenda Signature: _____



Board position: _____

PRESIDENT

Date: _____

2.13.24

This meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

Individuals wishing to place an item on the agenda shall register their intent with the school principal two (2) days prior to the date set by the Board for mailing the Board member Meeting Agenda. Individuals wishing to address the board of directors under Items III or VIII are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than (5) minutes each and total time allowance not to exceed thirty (30) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time effective manner.

*Complaints or concerns regarding the Board members or individuals assigned to the Academy shall first be addressed in writing and delivered to the board President at least (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. Individuals with special needs accommodations should contact the Principal's Office at (313) 852-0709 preferably five (5) business days prior to the meeting. Proposed minutes of this meeting will be available for public inspection at the Academy office located at: 16411 Curtis Ave., Detroit, MI 48235, eight (8) business days after the meeting. Approved minutes are available with five (5) business days after the meeting at which they are approved pursuant to applicable law.

Rutherford Winans Academy
Board of Directors Meeting
December 20, 2023

The monthly meeting of the Board of Directors of Rutherford Winans Academy was held on Wednesday, December 20, 2023, at 16411 Curtis St., Detroit, MI at 5:30 p.m.

The following Board Members were present:

Mr. Reginald B. Scott, II – President
Mrs. Tamika Bryant-Cromer – Secretary/Treasurer
Ms. Shivonna Cadwell – Board Member

Absent:

Ms. Patricia Charleston – Vice President

Guests included:

Ms. Lateefah Walker – Solid Rock
Ms. Alma – DPS Representative
Ms. Tomi Ingram – Curriculum Director
Ms. Melissa Evans – CPA (zoom)
Ms. LaShonda Thomas – Auditor (zoom)
Mrs. Vanessa Staton – Office Manager

Parent Guest:

Student A's parent
Student B's parent

Public Comment(s):

Yvette Williams
Ian Willis

Mr. Reginald B. Scott, II officially called the meeting to order at 5:42 p.m.

Board moved to approve the agenda and minutes from LAST month's board meeting. Motion to approve the agenda was made by Mr. Reginald B. Scott, II. Motion seconded by Mrs. Tamika Bryant-Cromer.

Motion made to approve the agenda from LAST month's board meeting:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

Motion to approve the minutes was made by Mrs. Tamika Bryant-Cromer. Motion seconded by Ms. Shivonna Cadwell

Motion made to approve the minutes from LAST month's board meeting:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

Principals Report

The Principals report was presented by Dr. Howard

- Enrollment Report – The principal stated that the current enrollment is as follows:
 1. Total Enrollment – 165
- Academic Report
 1. NWEA Testing/Early Literacy & Math Benchmark Assessment 12/5/23.
- Events and Activities Report
 1. 7 students inducted National Junior Honor Society 11/27/23.
 2. PTO meeting 12/5/23 and bake sale 12/21/23.
 3. Christmas Program 12/21/23.
- Updates/Concerns
 1. Dr. Howard spoke regarding an 8th grade student excelling in math and wants to create an Algebra class for the student.
 2. 8th grade Washington D.C. trip (monies received)
 3. Room 225 (board room) has a leak.
 4. SEL check ins through PBIS allow students to rate how they are feeling.
- Discipline Report
 1. Suspensions – 13
- Professional Development

Curriculum Report

The Curriculum Report was presented by Ms. Tomi Ingram

- Instructional Framework for being intentional about teaching!
- PRIORITY #1 Improving Student Outcomes by Improving Teacher Instructional Pedagogy
- PRIORITY #2 Improving Student Outcomes Using Small Group Instruction
- PRIORITY #3 Improving stakeholder outcomes by improving culture and climate.
- Winter Assessment
 - *K-8 NWEA and K-1 MAP Reading Fluency, Child Focus MAP Reading Fluency*
 - *Tests closes Friday December 15, 2023*
 - *Data available December 16, 2023 for analysis*

DATA

- *Report to be presented at the next board meeting.*

School Accountability

- Rutherford Winans Is Not identified as a school in need of improvement.
- Areas in Need Areas in Need of Improvement:
 - Attendance: Students are considered chronically absent 82/170 Chronically Absent
 - Proficiency Index:
 - ✓ ELA Target 56.31%, RWA: 29.28
 - ✓ Math Target: 43.94%, RWA: 18.96
 - Growth
- Michigan law requiring the MDE to publish School Grades was repealed by Act 34 of 2023. School Grades reports for the **2022-23 school year will be the last year of this report.**

Board moved to approve the principals and curriculum reports. Motion made by Mr. Reginald B. Scott, II. Motion seconded by Shivonna Cadwell.

Motion made to approve the principals and curriculum reports.

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

Management Company Report

The Management Company audited financial report was presented by Ms. LaShonda Thomas.

- The audit overview, The auditor's responsibilities, The audit phase (internal control and financial balances), The required board communication, and financial statement overview.
- An unmodified opinion was given, although, there was 1 finding.
- No disagreements with management regarding financial accounting reporting and auditing matters that arose during the audit.
- Appropriate adjustments were made by management.
- Management has provided certain representations as included in the national REP letter dated 10/21/23.
- Reclassified negative cash balance listed as a liability.
- Increase in fund balance.
- Revenue for the last 3 years.
- Accounting data to be reconciled.
- The audited financial report was reviewed by the board, no questions asked.

Board moved to accept the management company audited financial report for June 30, 2023. Motion made by Mr. Reginald B. Scott, II. Motion seconded by Ms. Shivonna Cadwell.

Motion made to approve the Management Company audited financial report:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

The Management Company first quarter financial report was presented by Ms. Melissa Evans.

- Ms. Evans explained there had been an issue with Quick Books. Ms. Scott explained that moving forward there would be only 1 username and password used to access Quick Books so there would not be any more confusion. Mr. Scott asked Ms. Evans if she thought about using cloud-based Quick Books.
- Look at options for revenue.
- Wants to remain conservative with the Fund Balance when it comes to spending.
- Would like to work together on the budget amendment.
- The quarterly financial report was reviewed by the board. Mr. Scott stated to prevent a finding next year, quarterly financials are presented in the format that aligns with the full reconciliation. It should be the general ledger report and balance sheet presented to the board to show they balance on a quarterly basis. In order to know by year end any issues have been addressed. The board wants to adopt moving forward all financial statements presented do not align with the findings.
- The board did not have any questions but spoke in regard to the cash flow being actual and the numbers for July 2023, August 2023, and September 2023 should be amended.

Board moved to approve the management company first quarter financial report. Motion made by Mr. Reginald B. Scott, II to accept with the recommended adjustments to reconcile the cash flow statement. Motion seconded Mrs. Tamika Cromer-Bryant.

Motion made to approve the Management Company quarterly financial report:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

Discipline Actions

Parents of Student A and Student B requested an open meeting.

➤ Student A – brought a screwdriver to school and threatened another student:

- Dr. Howard recommended student A be put on a Plan of Action for 60 days
- Check in daily for January
- 2 weeks weekly and 2 weeks biweekly for February
- Revisit behavior in March
- Must complete/pass homework and quizzes
- Must attend school daily
- Student can return to school on December 21, 2023

Board moved to approve the Plan of Action for Student A. Motion made by Mr. Reginald B. Scott, II. Motion seconded by Mrs. Tamika Bryant-Cromer.

Motion made to approve the Plan of Action for Student A:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

➤ Student B – threatened substitute teacher:

- Dr. Howard recommended student B be put on a Plan of Action for 60 days
- Check in 2 times daily for 60
- Meet with School Social Worker weekly
- Must apologize to classmates (verbally) and teacher (letter)
- Must complete homework and turn in weekly assessments (quizzes)
- Must attend school daily
- Student can return to school on December 21, 2023

Board moved to approve the Plan of Action for Student B. Motion made by Mr. Reginald B. Scott, II. Motion seconded by Mrs. Tamika Bryant-Cromer.

Motion made to approve the Plan of Action for Student B:

➤ Roll Call Vote:

Yeas: Mr. Reginald B. Scott, II, Mrs. Tamika Bryant-Cromer, and Ms. Shivonna Cadwell

Nays: None

3 Yeas and 0 Nays

The motion was approved.

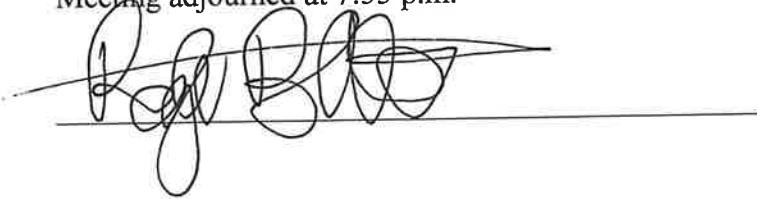
President/Board Report

- DPS stated no to fixing the roof

Adjournment

A motion was made to adjourn the meeting by board member Mrs. Tamika Bryant-Cromer. Seconded by Reginald B. Scott, II.

Meeting adjourned at 7:55 p.m.



A handwritten signature in black ink, appearing to read "Reginald B. Scott, II", is written over a horizontal line. The signature is stylized and cursive.