

APPROVED
MINUTES OF
CAPSTONE ACADEMY CHARTER
SCHOOL BOARD OF DIRECTORS
REGULAR MEETING

Date: April 24, 2024
Time: 4:30 PM
Location: Hunt Street Station,
Banghart Room
2200 Hunt Street
Detroit, MI 48207

A. Call to Order and Roll Call

The meeting was called to order at 4:56 pm by Member Mitchell.

Board Members Present: Alan White
Anita Mitchell
Diane Gai
Mitzi Mitsunaga - Absent

Others Present:

Rachel Horne (virtually)
Monica Martin
Garrett Robinson
Talia Clapp
Brian Serafino
Arthur Mitchell
Dr. Umeika Griffith Stephens

B. Approval of Agenda

Member White requested the addition of "Board Retreat" to the Old Business section of the agenda. A request was also made to change the date of the June meeting from the 30th to the 13th.

Board President Mitchell asked for a motion of approval for the amended agenda of 4-24-2024.

Motion: Member White motioned to approve the agenda as amended.

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

C. Approval of Minutes of February 29, 2024

Motion: Member White moved to approve the Minutes of February 29, 2024.

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

D. Public Comment (on Agenda Items ONLY)

There were no public comments on the Agenda.

E. Action Items

1. Adopt 2024 – 2025 School Calendar/School Day Schedule

Motion: Member White moved to adopt the 2024 – 2025 School Calendar/School Day Schedule

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

G. Board Treasurer Report

1. State Aid Report
2. Bank Statement
3. Monthly Financial Report
4. Quarterly Financial Reports

Member White presented the Treasurer's Report:

Member White reported that the Academy received a State Aid payment on April 22, 2024 in the amount of \$208,185.85 as well as a March State Aid payment in the amount of \$222,657.19. Member White reported that the balance in the checking account was \$802,385.48 and the money market account balance was \$500,435.09 for a total balance of \$1,302,820.57. As of March 31, 2024, the Academy had a fund balance of \$1,220,594.33 and a fund and liabilities balance of \$1,306,450.00. Member White stated that the Academy was still on solid financial ground.

H. ESP Report

1. School Update

Mrs. Clapp presented the school leadership report and stated that the current enrollment is 102 students, with 89 males and 13 females.

Also reported:

- One staff member resigned her position. Efforts are underway to replace that team member.
- Special education staff continues to provide services to the youth and perform compliance duties.
- Students are using the web-based Plato and Study Island platforms district - wide.
- Weekly staff meetings continue to keep staff informed and allow for team feedback.
- Covid protocols are still being adhered to as covid case numbers are increasing within the facility.
- School staff continue to attend weekly meetings with the staff of JDF.
- Examples of student work, including homemade volcanos, were presented via pictures.

2. Central Office Update

Routine compliance reports submitted as required and on time.

3. Superintendent's Report

Ms. Martin reported that the Academy is working with Wayne RESA in response to their request for information. Ms. Martin also reported that Wayne County announced that the updated move date to get into the new facility is July 24, 2024.

Ms. Martin also reported that standardized testing was taking place for students across all campuses.

I. Board Development

Ms. Horne had one announcement for DPSCD: Re-Authorization letters for DPSCD Charter Schools would be sent out by the 30th of this month. They are due back to DPSCD by June 30, 2024. DPSCD will be review their charter schools' test scores and how often the board meetings are held.

J. Correspondence

1. FOIA Requests

Mr. Serafino reported that the Academy received 12 FOIA requests for Capstone Academy, and 20 FOIA requests for Ace Academy. An extension letter was sent, providing the Academy with time until April 29, 2024 to provide a response. Attorney Robinson stated that the requests were common practice and many other

schools received the same requests from the same entity. Responses were being prepared for both sets of requests and would be sent out before the deadline.

K. New Business

1. Board Meeting Change

Board members discussed and agreed to change the June meeting from the 30th to the 13th at 4:30 p.m., understanding that financial reports may not be ready so early in the month.

L. Old Business

1. New Bank Accounts

Board members discussed plans to meet together to finalize the opening of new bank accounts for the school.

2. School Name Change

Attorney Robinson asked that the item be tabled for further discussion until further information is available.

3. Special Education Update

Ms. Martin reported that the Academy has yet to receive the number of compensatory hours that are owed to students. All required reports have been submitted and compliance deadlines for reports have been met.

4. Board Retreat

Board member White reminded the board that a discussion and planning should take place in the near future to plan the board's fall retreat. Board President Mitchell stated she would coordinate with the board's coordinating secretary to finalize the details.

M. Extended Public Comment (Comment on any matter, 3 minutes per person)

N. Adjournment

There being no further business, Member Mitchell asked for a motion to adjourn at 5:21 P.M.

Motion: Member White moved to approve the adjourn the meeting.

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

CERTIFICATION

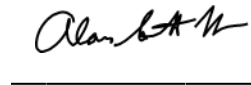
Proposed Minutes Respectfully Submitted,



Brian Serafino, Recording Secretary

Dated: 04/29/2024

APPROVED by the Capstone Academy Charter School Board of Directors on
May 30, 2024.



Board Secretary

Dated: May 30, 2024