

**MINUTES OF
REGULAR MEETING/BUDGET HEARING
OF
CAPSTONE ACADEMY CHARTER SCHOOL
BOARD OF DIRECTORS**

Date: June 13, 2024
Time: 5:30 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 5:30 pm by Member Mitchell.

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

Others Present: Dr. Anna Amato – Virtually
Alma Hollins – Virtually
Garrett Robinson
Monica Martin
Dr. Umeika Griffith Stephens
Brian Serafino

B. Approval of Agenda

Motion: Member White moved to approve the Agenda.

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

C. Approval of Minutes of May 26, 2022

Motion: Member White moved to approve the Minutes of May 26, 2022.

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. BUDGET HEARING/PUBLIC COMMENTS

Motion: Member Gai moved to enter into the budget hearing.
Second: Member White seconded the motion.
Ayes: 3 Nays: 0

The Budget Hearing opened at 5:31 pm.

There was no public comment or questions.

Motion: Member White moved to close the budget hearing.
Second: Member Gai seconded the motion.
Ayes: 3 Nays: 0
Motion carried 3 – 0

The budget hearing closed at 5:32 pm.

F. Action Items

Dr. Amato presented information on the 2nd Amended Final Budget for 2023 – 2024, as well as the Original Budget for 2024 – 2025. Dr. Amato also presented detailed information regarding the ESSER Grant Funds that the Academy has access to until September 30, 2024, and the plans for using the funds in ways to better the Academy and help students and teachers. Dr. Amato reported that the financial status of the Academy remains very strong.

1. Approve 2nd Amended Final Budget and GAR for 2023 – 2024

Motion: Member White moved to approve the 2nd Amended Final Budget and GAR for 2023 - 2024
Second: Member Gai seconded the motion.
Ayes: 3 Nays: 0
Motion carried 3 – 0.

2. Adopt Original Budget and GAR for 2024 - 2025

Motion: Member White moved to adopt the 2022-2023 Original Budget and GAR.
Second: Member Gai seconded the motion.
Ayes: 3 Nays: 0
Motion carried 3 – 0.

3. Adopt Board Policy Updates for Fall 2021, Spring 2021, Fall 2022, Spring 2022, and Spring 2023

Attorney Robinson reviewed and provided information regarding the presented board policy updates and recommended that the Board approve all as presented. Member White had a question regarding a board member voting policy. Attorney Robinson confirmed that the policy update

initiated during Covid whereby voting was allowed virtually, and would be allowed under certain circumstances.

Motion: Member Gai motioned to accept all presented Board Policy Updates

Second: Member White seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

4. Approve the Amendment to the Charter Agreement extending the contract through June 30, 2025.

Attorney Robinson stated that this Amendment was standard and recommended the board approve it.

Motion: Member White motioned to approve the Charter Amendment extending the contract through 2025.

Second: Member Gai seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0.

5. Approve the Amendment to the Management Agreement extending the contract through June 30, 2025.

Attorney Robinson stated that this Amendment was standard and recommended the board approve it.

Motion: Member Gai moved to approve the Amendment to the Management Agreement extending the contract through June 30, 2025.

Second: Member White seconded the motion.

Ayes: 3 Nays: 0

Motion carried 3 – 0

G. Board Treasurer's Report

1. State Aid Report

No State Aid payment received as of June 13, 2024.

2. Bank Statement

3. Monthly Financial Report

Member White stated that because the meeting was so early this month, no new financial information was available, other than having a bank statement which showed an account balance of \$1,123,842.77.

H. ESP Report

1. School Update

Staff members were preparing year-end activities for students.

2. Superintendent Update

Ms. Martin reported that as the end of the school year fast approached, anticipation for the move to the new facility is at a very high level, in spite of the delayed moving date, now expected to be on July 15, 2024. Preparations for the move are being made.

3. Central Office Update

Standard report on timely submissions and compliance activity.

I. Board Development

1. DPSCD Board Meeting Announcements

There were no meeting announcements from DPSCD.

J. Correspondence

There was no correspondence for the Board.

K. New Business

L. Old Business

1. Board Retreat

Saturday, October 12 was confirmed as the date for the Board Retreat, with the time being changed to 9:30 am – 2:00 pm. More details would be forthcoming.

2. New Board Members

Member Mitchell shared that Dr. Umeika Griffith Stephens was interested in becoming a board member and inquired about the application process. An application packet is to be prepared and provided for Dr. Stephens.

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

Dr. Amato reported that edtec staff members were currently attending the 2024 Black Boys & Men National Symposium being held in Grand Rapids, Michigan. Dr. Amato also reported that, in addition to the Board members attending, an edtec contingent would be attending the 2024 National Charter Schools Conference in Boston, Massachusetts.

N. Adjournment

There being no further business, Member Mitchell called for a motion to adjourn the meeting.

Motion: Member White moved to adjourn the meeting.
Second: Member Gai seconded the motion.
Ayes: 3 Nays: 0
Motion carried 3 - 0

The meeting was adjourned at 5:55 pm.

CERTIFICATION

Proposed Minutes Respectfully Submitted,




Brian Serafino, Recording Secretary

7-17-2024

Date

APPROVED by the Capstone Academy Charter School Board of Directors on August 2, 2024.



Board Secretary

08-23-2024

Date