



**Voyageur Academy
Board of Directors**

4366 Military
Detroit, MI 48210
P 313.748.4000
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**Approved Annual Organizational and Regular Board Meeting Minutes
Tuesday, August 20, 2024**

Mission Statement:

The mission of the ***Voyageur School District*** is to prepare students to be ***College Ready and College Bound***. This mission will be achieved through the foundational pillars of Discipline, Focus, Hard Work, Perseverance and Character; and the humanitarian pillars of Empathy and Compassion.

Annual Organizational Meeting

Call To Order 6:31 pm

Roll Call

Curtis Wade – **Present**, (Wayne County, Detroit, MI)
Minika Benning – **Present**, (Macomb County, Macomb, MI)
Anita T. Gibbs – **Present**, (Oakland County, Farmington Hills, MI)
Barbara Smith – **Present**, (Wayne County, Inkster, MI)
Dale Williams – **Present**, (Oakland County, Southfield, MI)
Robert Redmer – **Present**, (Oakland County, Oakland Twp., MI)
Laura Benedict - **Present**, (Oakland County, Oakland Twp., MI)

Others Present: Vergil Smith(Superintendent), Angela Gilbert(TRG), Rod Atkins(Deputy Superintendent & K-8 Principal), Joe Gagnon(K-12 Director of Program, Quality & Data), Patricia Crosson(HS Principal), Jenny Childress(HS DOI), Belinda Cleary(ESL Director), Jason Rider(IT Director), Ronnie Phillips(Ferris State University) and Mark Ziolkowski and James Truman(Advanced Robotic Solutions)

**Reading of the Mission,
Vision and Core Values
Statement**

Anita T. Gibbs

Approval of Agenda

Motion to Approve the August 20, 2024 Annual Organizational Agenda

Moved by Benning, supported by Smith

Yes – 7

No - 0

Annual Organization Meeting Motions

1. Election of Officers

a. Motion to nominate Curtis Wade as President of Voyageur Academy Board of Directors

Moved by Smith, supported Redmer

Yes – 7

No – 0

b. Motion to nominate Minika Benning as Vice President of Voyageur Academy Board of Directors

Moved by Smith, supported by Williams

Yes – 7

No – 0

c. Motion to nominate Anita T. Gibbs as Secretary of Voyageur Academy Board of Directors

Moved by Smith, supported by Benning

Yes – 7

No – 0

d. Motion to nominate Barbara Smith as Treasurer of Voyageur Academy Board of Directors

Moved by Benning, supported by Gibbs

Yes – 7

No – 0

Consent Items

2. Adopt the previously approved calendar of regularly scheduled meeting dates and times for the Academy Board

3. Adopt the resolution appointing the School Leader as the designated person responsible for posting regularly scheduled and special meetings of the Academy Board

4. Adopt the resolution appointing the Board Room doors, Epicenter, Atrium doors and website as the designated public spaces to post calendar and individual meeting notices for regularly scheduled and special meetings of the Academy Board

5. Adopt the resolution appointing Citizens Bank as the designated depository for the Academy Funds

6. Adopt the resolution appointing Curtis Wade, Barbara Smith, John Weir and Vergil Smith as the designated Board Members and personnel eligible to sign academy checks

7. Adopt the resolution appointing Curtis Wade as designated Board Member authorized to negotiate and implement contracts over \$5,000 with service providers

8. Appoint the Superintendent and School Leader as the Title IX, Freedom of Information and Civil Rights Coordinators
9. Reappoint Jerry Richter for legal counsel
10. Reappoint Marcum as the external financial auditor
11. Reappoint Curtis Wade as Chief Administrative Officer
12. Reappoint Kimberly Wilder as Recording Secretary
13. Appoint Curtis Wade and Vergil Smith as designated ACH/Electronic Transfer Officers (ETO)
14. Appoint School Leader as School Safety Liaison – Homeless Children and Youth Liaison
15. Adopt a resolution designating the number of Board of Director positions

Action Item/s

Motion to approve all of the above annual organizational items subject to the following amendment:

Item 10 – add full name of external financial auditor:

Marcum LLP Accountants & Advisors

Moved by Smith, supported by Benning

Yes – 7

No - 0

Adjournment

Motion to adjourn 6:39 pm

Moved by Benning, supported by Gibbs

Yes – 7

No - 0

Regular Board Meeting

Call to Order

6:39 pm

Roll Call

Curtis Wade – **Present**, (Wayne County, Detroit, MI)
 Minika Benning – **Present**, (Macomb County, Macomb, MI)
 Anita T. Gibbs – **Present**, (Oakland County, Farmington Hills, MI)
 Barbara Smith – **Present**, (Wayne County, Inkster, MI)
 Dale Williams – **Present**, (Oakland County, Southfield, MI)
 Robert Redmer – **Present**, (Oakland County, Oakland Twp., MI)
 Laura Benedict - **Present**, (Oakland County, Oakland Twp., MI)

Reading of the Mission, Vision and Core Values Statement

Anita T. Gibbs

Approval of Agenda

Motion to Approve the August 20, 2024 Board Meeting Agenda

Moved by Benning, supported by Gibbs

Yes – 7

No - 0

Agenda Amendments**ESP/School - Amend Line item 2**

Remove Ferris State CSO President

Add Advanced Robotic Solutions

**Agenda Amendments
Approval**

Motion to Adopt the August 20, 2024 Agenda Amendment

Moved by Benning, supported by Redmer

Yes-7

No-0

Correspondence

Ferris State Board Newsletter - **None**

Verbal correspondence from Chris Loiselle, FSU

- Host training for all Board Members Wednesday, November 6, 2024, at Voyageur Academy, from 5:30 PM to 7:30 PM

Letter from Jerry Richter about The Detroit Land Bank Authority

- Requesting copies of records related to the Purchase and Development Agreement between The Detroit Land Bank Authority and American Indian Health and Family Services
- The property is not being used as previously mentioned in the purchase contract

Consent Items

Approval of the June 18, 2024 Proposed Budget Hearing Meeting Minutes

Moved by Williams, supported by Benning

Yes - 7

No - 0

Approval of the June 18, 2024 Proposed Board Meeting Minutes

Moved by Benning, supported by Smith

Yes – 7

No - 0

ESP/School**Admin, Contractors**

1. Authorizer Report – Ronnie Phillips

A. Mid Contract Review will be this year

- Need to focus on Academic Growth

2. Advanced Robotic Solutions - Mark Ziolkowski & James Truman

A. Started 2022

B. Automation trainers

C. Leading provider of accelerated robotics and control engineering training

D. Hands on training

E. Authorized systems integrators

F. Work with manufacturers, health care, pharmaceuticals, food and beverages and warehouse manufacturers

G. Lucrative career

H. Sign up on website

3. ESP Report - Vergil Smith

A. Bond Rating

- Will have update mid-September

B. Construction Update

- Paving entry way
- Counter tops installed
- Polishing floors
- Paint
- One huge challenge
 - Mid October will receive occupancy
 - No elevator
 - Drawing had elevator service room on the first floor
 - This was a mishap
 - Electrical contractor will not complete the work until the drawings are accurate
 - Doors are not being hung

C. Increase enrollment targets

D. Phase 2 will begin

E. Budget still on track with general dollars

F. No results yet on the environmental testing

4. IT Director Report - Jason Rider

A. Not a lot of tickets over the summer

B. One small power outage in the Kindergarten building

- Battery backup

C. All equipment online and healthy

D. Staff laptop refresh

E. Chromebooks for staff

- Chromebook Plus

F. Zero Touch Enrollment

- All devices come with asset tags

G. Firmware updated

H. Disaster Recovery Test

- Replication
- Incremental Backup
- Weekly Full backups
- Will provide hard copy to board members

I. Dashboard created

- Technology life cycle

J. Conduit ran between building

- Cable almost done between first and second floor

5. K-8 School Leader Report - Rod Atkins

A. Budget Goals 2023 vs 2024

- 2023 - 1,225
- 2024 - 1,360
- Currently 96% of goal

B. Enrollment Goals 2023 vs 2024

- 2023 - 1,275
- 2024 - 1,395
- Currently 94% of Enrollment Goal

C. Voyageur K-8 Instructional Team 2024

- 100% certified teachers in grades K - 3
 - 4th grade 66% certification
 - 5th grade 50% certification
 - MS 50% certification
- D. K-2 will have self-contained classrooms
- E. 3-5 will have teachers specialized in subject areas
- F. Safety and Security
- Hired a retired DPD officer as head of security
 - Has the ability to carry a weapon

6. 9-12 School Leader Report - Patricia Crosson

- A. Born and raised in Detroit
- B. Attended Cass Tech
- C. BS and Masters Degree from Eastern Michigan University
- D. Previously worked at Voyageur
- E. Part of Detroit Sitting Leaders Fellowship
 - Collaborate with other principals throughout the state of Michigan
- F. 64% of HS staff are certified
- G. Cougar Code
 - 5 basic rules will be posted in every classroom
- H. Campus Plan
 - Curriculum, Instruction & Assessment
 - Month to month planning
- I. Extended Learning Opportunity
- J. Plans for VCP
 - Expand NWEA testing to 9th grade
 - Weekly focused staff meetings
 - Schedule created from now to December
 - Dual Enrollment
 - WC3
 - Ferris State
 - System of Observations
 - K - 12 alignment for observations
 - VCP on the horizon
 - Advanced Placement
 - SAT Prep Program
 - Reduction in credit recovery classes
 - Training staff in restorative practices
 - Research based instructional practice
 - Will monitor teacher attendance and grades

Discussion Items

1. June/July 2024 Financial Report
2. Food Service Contract
 - RFP did not produce a lot of participation
 - Aviand's new contract rates:
 - Breakfast increased by \$.10
 - Lunch increased by \$.60
 - Snacks increased by \$.05

Action Items

1. Motion to Approve the June/July 2024 Financial Report
Moved by Benning, supported by Williams
Yes – 7 **No – 0**
2. Motion to Approve the Food Service Contract
Moved by Smith, supported by Redmer
Yes – 7 **No – 0**

Board Committee Reports/ Board Individual Comments

1. Specialized Services Committee
 - Had a meeting
 - Will schedule another meeting before the next board meeting
2. Budget Development Committee - None
3. Academic Excellence Committee - Will schedule a meeting
4. Policy Committee
 - Just received updates
5. Technology Committee - will schedule a meeting
6. Athletic Committee - None
7. Security Committee - None
8. Facility Committee - None

Call to the Public

None

Announcements

The next Board of Directors meeting will be September 17, 2024 at 6:35pm

Adjournment

Motion to adjourn at 8:26 pm
 Moved by Williams, supported by Redmer
Yes – 7 No – 0

*Individuals wishing to address the Board of Directors under items II and XII above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each and a 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 Board members or school employees associated with the Academy shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

This meeting is a 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 comment during the meeting as indicated in the agenda.

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Board Recording Secretary Kimberly Wheeler Date 8-26-24

Board Secretary [Signature] Date 9/17/24