

**George Washington Carver Public School Academy**  
14510 Second Avenue  
Highland Park, Michigan 48203  
Telephone: (313) 865-6024      Facsimile: (313) 865-6658

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**REGULAR MEETING**  
**GEORGE WASHINGTON CARVER PUBLIC SCHOOL**  
**ACADEMY BOARD OF DIRECTORS**

**Date:**            September 11, 2023  
**Time:**            5:30 p.m.  
**Location:**      George Washington Carver Academy  
                         14510 2<sup>nd</sup> Avenue  
                         Highland Park, MI 48203

**AGENDA**

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 participation during the meeting as indicated in the agenda.

- I. Call to Order
- II. Roll Call
- III. Approval of September 11, 2023, agenda
  - Suggested Motion: I make a motion to approve the September 11, 2023, agenda.
- IV. Approval of August 17, 2023, Board Meeting Minutes
  - Suggested Motion: I make a motion to approve the August 17, 2023, Board Meeting minutes.
- V. CAO/Superintendent's Report
  - a. Academics
  - b. Financial Report
    - August Financials
- VI. Old Business
  - a. Board Member
- VII. New Business
  - a. APPROVAL FOR SERVICE AGREEMENT FOR INSTRUCTIONAL TECHNOLOGY TRAINING AND SUPPORT
    - Suggested Motion: I make a motion to approve the Service Agreement for Instructional Technology Training and Support.
  - b. APPROVAL FOR TEACHER AND ADMINISTRATOR EVALUATION AND EMPLOYEE CERTIFICATION WARRANTY

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A copy of the meeting minutes is available for public inspection at George Washington Carver Academy – 14510 Second Avenue, Highland Park, Michigan 48203 within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact the Superintendent at (313) 865-6024 prior to the meeting.

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Suggested Motion: I make a motion to approve the Teacher and Administrator Evaluation and Employee Certification  
Warranty

c. APPROVAL FOR WAYNE RESA PARENT ADVISORY COMMITTEE

Suggested Motion: I make a motion to approve the Wayne RESA Parent Advisory Committee.

d. APPROVE FOR INTERVENE K-12 SERVICE AGREEMENT

Suggested Motion: I make a motion to approve Intervene K-12 Service.

VIII. Follow-Up Items

IX. Other Business

a. Bay Mills – Mark Nezrich

X. Correspondence/For Your Information

XI. Board Comments

XII. Extended Public Comment (*Limited to 1 minute per person*)

XIII. Adjournment

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**GEORGE WASHINGTON CARVER PUBLIC SCHOOL ACADEMY**

14510 Second Avenue  
Highland Park, MI 48203

Telephone: (313) 865-6024 Fax: (313) 865-6658

**Special Meeting**

**GEORGE WASHINGTON CARVER PUBLIC SCHOOL  
ACADEMY BOARD OF DIRECTORS**

**Proposed**

**DATE:** August 17, 2023

**TIME:** 10:00 a.m.

**LOCATION:** George Washington Carver Academy  
14510 2<sup>nd</sup> Avenue  
Highland Park, MI  
48203

**MINUTES**

MEETING TYPE:  SPECIAL  REGULAR  APPROVED  PROPOSED

**I. CALL TO ORDER**

**PRESIDENT JAMILLE EDWARDS** called the meeting to order at 10:26 a.m.  
on Thursday, August 17, 2023

**II. ROLL CALL**

Ms. Jamille Edwards, President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ms. Sharmaine Robinson, Member, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Gerrajh Surles, Secretary, Board of Directors	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mr. Desmond Gibbons, Treasurer, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**ADMINISTRATION**

Mrs. Sylvia Brown, Superintendent/CAO

**OTHERS PRESENT** (*all or part of the meeting*)

Mrs. Karla McGhee, Board Liaison

Mr. Mark Nezich, Bay Mills Community College Charter Schools Board of Regents, Brimley, Michigan

The proposed agenda was made available via the website.

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**III. APPROVAL OF AMENDED AGENDA**

MOTION: TREASURER DESMOND GIBBONS MADE A MOTION TO APPROVE the August 17, 2023 MEETING AMENDED AGENDA.

AS PRESENTED.

WITH CHANGES/ADDITIONS.

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

**IV. APPROVAL OF JULY 10, 2023 BOARD MEETING MINUTES**

MOTION: VICE PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO APPROVE the July 10, 2023 BOARD MEETING MINUTES

SUPPORT: TREASURER DESMOND GIBBONS SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

**V. CAO/Superintendent's Report****a. Academics**

- Staff and Teachers return
  - Leap Grant/College Fair Conference 8/6 – 8/7
  - Bay Mills will pay for 15 for Associates' Degree
- PreK
  - 5 day approval (Mon-Fri)
- Add Dean of Academics position filled (teaching/learning)
  - Ms. Hall – Hamtramck Schools
    - Meeting with teachers, assisting with set-up
- Curriculum for the 23-24 SY
  - Pacing will be aligned to state pacing
  - Mindfulness, SEL to schedule
  - Coordinator – Donnamarie Hall
    - Visiting other campuses that have implemented
      - Start with adults
      - Centers in all classrooms
      - No more OOS
    - Other ideas
- Grant – 1<sup>st</sup> 10 Initiative in Michigan (\$15K to kickoff program)
  - Reach families before they get to school age (Birth – 5 program)
    - Partner with Pre-k centers, Kinder, Wayne Metro, etc.
- Current Grants – will reapplying for renewal
  - Leap Grant year 3 of 3
  - 21<sup>st</sup> Century year 5 of 5
- Breakfast Program
  - Hot breakfast from 7:15-7:45am
    - Parent goal and attack chronic attendance

**b. Financial Report**

- July Financials
  - CS Partners provided a memo regarding the financials for July

**VI. OLD BUSINESS****a. None**

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**VII. NEW BUSINESS****a. Approval for selection of RFP services.**

MOTION: TREASURER DESMOND GIBBONS MADE A MOTION TO SELECT AND APPROVE CS PARTNERS AND SUBMIT TO BAY MILLS FOR FINAL APPROVAL

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED.

DISCUSSION: Recommendation made by Superintendent, Sylvia Brown for 3 year contract to lock in annual rate.

MOTION CARRIED UNANIMOUSLY

**b. APPROVAL OF STUDENT/PARENT HANDBOOK**

MOTION: TREASURER DESMOND GIBBONS MADE A MOTION TO APPROVAL STUDENT/PARENT HANDBOOK

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**c. Approval of Staff Handbook**

MOTION: VICE PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO APPROVAL STAFF HANDBOOK

SUPPORT: TREASURER DESMOND GIBBONS SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**d. APPROVAL APPLY FOR A LOAN FROM A BANKING INSTITUTION**

MOTION: TREASURER DESMOND GIBBONS MADE A MOTION TO REMOVE APPROVAL FOR RFP FOR FINANCIAL SERVICES FROM THE AGENDA

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**VIII. FOLLOW-UP BUSINESS**

- a. None

**IX. OTHER BUSINESS**

- a. Bay Mills - Mark Nezirich
- Bay Mills Leadership Conference – October 16-17<sup>th</sup>
    - Mrs. Brown and Ms. L hall will attend

**X. CORRESPONDENCE/FOR YOUR INFORMATION**

- a. Reauthorization – Bay Mills
- GWCA has been awarded reauthorization for 3 years

**XI. BOARD COMMENTS**

- a. Board President request an RFP for Board Member
- Will add to the upcoming agenda until position is filled

**XII. EXTENDED PUBLIC COMMENT (LIMITED TO 1 MINUTE PERPERSON)**

- a. None

**XIII. ADJOURNMENT**

MOTION: TREASURER DESMOND GIBBONS MADE A MOTION TO ADJOURN THE MEETING AT 10:56 am

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON

SECONDED. DISCUSSION: None.

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**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,



August 17, 2023

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Recording Secretary

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Date

Approved by the George Washington Carver  
Academy Board of Directors:

August 17, 2023

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Board Secretary

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Date

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***George Washington Carver Academy***

**DISPOSITION FORM  
POLICIES FOR BOARD ADOPTION - SPRING 23 TECHNOLOGY UPDATE**

<b><u>Policy Number</u></b>	<b><u>ADOPTED</u></b>	<b><u>TABLED</u></b>	<b><u>REJECTED</u></b>
7540.02	___x___	_____	_____
7540.03	___x___	_____	_____
7540.04	___x___	_____	_____
8300	___x___	_____	_____
8305	___x___	_____	_____
8315	___x___	_____	_____
9700.01	___x___	_____	_____

Date of Board Meeting: **December 12, 2022**

Send Final Policies to: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**AFTER BOARD ACTION, PLEASE RETURN THIS FORM TO:**

Michelle Wilson, Board Services Coordinator  
National Charter Schools Institute  
E-mail: [boardpolicies@charterinstitute.org](mailto:boardpolicies@charterinstitute.org)  
Phone: (989) 317-3510 Fax: (989) 317-3514

## Spring 2023 Technology Board Policies Summary Table

### Board Policies

Policy No.	Policy Title	New/ Revise/ Replace/ Delete	Legally Required, Legal Content or Best Practice	Summary
<b>Regular Fall Update</b>				
7540.02	Web Accessibility, Content, Apps, and Services	Revised	Legal Content	This policy has been updated to reflect best practices and the evolving state of the law related to website accessibility based on the Americans with Disabilities Action (ADA). While the Department of Justice and the U.S. Department of Education Office for Civil Rights (OCR) have not formally adopted regulations pertaining to website accessibility for public entities, including public schools, they continue to publicize the need for public entities' websites to be accessible to individuals with disabilities in order to comply with the ADA and/or Section 504 of the Rehabilitation Act of 1973. Additionally, the OCR continues to find academies out of compliance with the law and to enter into resolution agreements to bring the offending Academy's websites into an acceptable state of accessibility. The proposed revised document is recommended but not required.
7540.03	Student Technology Acceptable Use and Safety	Revised	Legally Required	<p>These policies have been updated to incorporate optional language pertaining to advertising that is posted/published on the Academy's website. The policies now offer guidance concerning the appropriate content of advertising when it is not feasible for the advertisement to be reviewed and approved by the School Leader prior to it running on the Academy's website. The optional language is offered to address the situation posed by website advertising associated with vendors such as VNN (i.e., "The Home of High School Sports Communities"). Such advertising represents a form of "media-based electronic advertising" under the category of "Direct Advertising/Appropriation of Space." While the legal issues presented by such arrangements represent more of a contracting issue for boards of directors as opposed to a policy one (e.g., boards of directors should verify that their contracts with such vendors expressly address the type of advertising that will be permitted to run on such sites, which a user can link to from the Academy's website – in particular, the contracts should require compliance with the General Advertising Guidelines outlined in Policy 9700.01, including Paragraphs D, E, F, G, H, and K), the optional language offered in Paragraphs I and N affirms that it is not feasible to expect the Academy to review each advertisement in advance for age-appropriateness or for the School Leader to screen all advertising.</p> <p>These revisions are recommended but not required.</p>
7540.04	Staff Technology Acceptable Use and Safety	Revised	Legally Required	
8300	Continuity of Organizational Operations Plan	Revised	Best Practice	
8305	Information Security	Revised	Best Practice	
8315	Information Management	Revised	Best Practice	
9700.01	Advertising and Commercial Activities	Revised	Best Practice	



## Administrative Guidelines

Guideline No.	Guideline Title	New/ Revise/ Replace/ Delete	Legally required or Best Practice	Summary
7540.02	Web Content and Functionality Specifications	Revised	Best Practice	See notes on policies above.
7540.03	Student Technology Acceptable Use and Safety	Revised	Best Practice	
7540.04	Staff Technology Acceptable Use and Safety	Revised	Best Practice	
8300	Continuity of Organizational Operations Plan	Revised	Best Practice	
8305	Collection, Classification, Retention, Access, and Security of Academy Data/Information	Revised	Best Practice	
8305A	Information Security Responsibilities	Revised	Best Practice	
8305B	Cybersecurity Incident Management	Revised	Best Practice	
8305C	Notification Cybersecurity Incident	Revised	Best Practice	
8315	Litigation Hold Procedure	Revised	Best Practice	

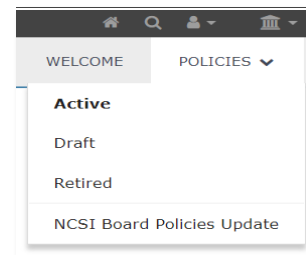
## Forms

Form No.	Guideline Title	New/ Revise/ Replace/ Delete	Legally required or Best Practice	Summary
7540.03 F1	Student Technology Acceptable Use and Safety Agreement	Replacement		See notes on policies above.
7540.04 F1	Staff Technology Acceptable Use and Safety Agreement	Replacement		

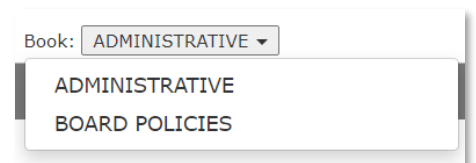
# Quickly Find Your Board Policies in BoardDocs

1. Sign in to BoardDocs at <https://go.boarddocs.com/>  
Enter the username and password, as provided by the Institute, to login in the top right-hand corner. Contact us at [BoardPolicies@CharterInstitute.org](mailto:BoardPolicies@CharterInstitute.org) or 989-317-3510, if you cannot locate your login information.

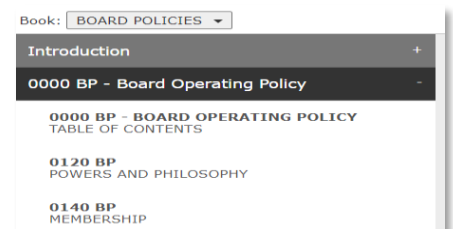
2. Click the arrow next to “Policies” in the top right-hand corner and select “Active” or “Draft”.



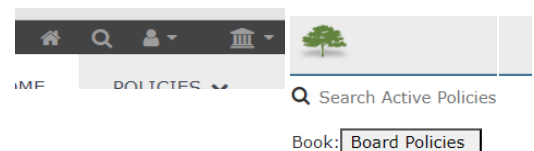
3. On the left-hand side you can choose to view your Policies or Administrative Guidelines, by clicking the arrow next to the appropriate item in the dropdown menu.



4. To view a certain policy, click on the section, then select the policy you wish to view.



5. To locate a specific topic or keyword, there are two search functions (🔍) in BoardDocs, one in the upper right corner and the second one is above the dropdown menu.



6. Once the policy pulls up, use the top menu bar to download, share, email or print your policy.

