

**GEORGE WASHINGTON CARVER PUBLIC SCHOOL ACADEMY**

14510 Second Avenue  
Highland Park, MI 48203  
Telephone: (313) 865-6024 Fax: (313) 865-6658

**Regular Meeting**

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

**DATE:** March 13, 2023  
**TIME:** 5:30  p.m. /  a.m.  
**LOCATION:** George Washington Carver Academy  
14510 2<sup>nd</sup> Avenue  
Highland Park, MI 48203

**Approved**

**MINUTES**

**MEETING TYPE:**  REGULAR  SPECIAL  APPROVED  PROPOSED

**I. CALL TO ORDER**

**PRESIDENT JAMILLE EDWARDS** called the meeting to order at 5:33  p.m./  a.m. on Monday, March 13, 2023.

**II. ROLL CALL**

Ms. Jamille Edwards, President, Board of Directors	<input checked="" type="checkbox"/>	Present	<input type="checkbox"/>	Absent
Mrs. Kenya Ruth, Vice President, Board of Directors	<input type="checkbox"/>	Present	<input checked="" type="checkbox"/>	Absent
Mr. Gerrajh Surlles, Secretary, 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. Desmond Gibbons, Treasurer, Board of Directors	<input type="checkbox"/>	Present	<input checked="" type="checkbox"/>	Absent

**ADMINISTRATION**

Mrs. Sylvia Brown, Superintendent/CAO, GWCA

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

Mrs. Karla McGhee, Board Liaison, GWCA

Mr. Frank Patterson, MM1

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

The proposed agenda was made available via the website.

A copy of the meeting minutes is available for public inspection at George Washington Carver Public School Academy, 14510 Second Avenue, Highland Park, MI 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, 42USC § 12101 et sec or any successor law. Should you require specific accommodations, please contact the Superintendent at 313.865.6024 prior to meeting.

**III. APPROVAL OF March 13, 2023 AMENDED AGENDA**

**MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO APPROVE THE**  
 March 13, 2023 **MEETING AMENDED AGENDA. AS**

**PRESENTED.**

**WITH CHANGES/ADDITIONS.**

**SUPPORT: MEMBER SHARMAINE ROBINSON SECONDED.**

**DISCUSSION: None.**

**MOTION CARRIED UNANIMOUSLY.**

**NEXT MEETING:**

The next regularly scheduled meeting for the George Washington Carver Public School Academy Board of Directors, will be held on Monday, April 10, 2023 at 14510 Second Avenue, Highland Park, MI 48203. This meeting is scheduled to convene at 5:30  p.m./  
 a.m.

**IV. APPROVAL OF February 13, 2023 MEETING MINUTES**

**MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO APPROVE THE**  
 February 13, 2023 **MEETING MINUTES**

**SUPPORT: MEMBER SHARMAINE ROBINSON SECONDED.**

**DISCUSSION: None.**

**MOTION CARRIED UNANIMOUSLY.**

**V. CAO/SUPERINTENDENT'S REPORT**a. Academics

1. GYO - will be invited once they graduate the program to the board meeting to celebrate
  - a. 2 teachers - Lead
  - b. 4 teachers – in the program
  - c. 3 teachers – completed
    - i. Passing the test
2. Reading Month - March 22<sup>nd</sup>
  - a. Mobile library
  - b. Giving out free books
  - c. Traveling neighborhood to give out free books
  - d. Metro Head start/Senior Homes – 25 scholars
    - i. Virtual/Zoom visitation
3. Winter NWEA Assessment
  - a. Skating to Northland roller rink
  - b. Scholars met their goals in reading/math from Fall- Winter are invited

b. PAL Update

1. Academic goals – Academic Strategic Plan
  - a. Halfway completed
  - b. Present to the board at May Board Meeting
  - c. 3 year plan

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c. Financial Report

1. Audit Update - Taylor and Morgan Audit Presentation

- a. Presented by Shana Farrah
- b. 10-12 years working with GWCA for financial audits
  - i. Sent 2/7/23 to the state
- c. Received state aid from Nov 22
- d. Auditor's opinion – PP handout presented
  - i. Highest level of assurance given
  - ii. 2017-2018 through 2021-2022 difference of student enrollment
    1. Increased by \$589 over the years
  - iii. General fund revenue breakdown
  - iv. Comparison of 4 years from other gov't funding
  - v. General funds expenditures
  - vi. General funds of revenues and expenditures for 5 years – line chart
    1. Good control in keeping revenues over the expenditures
  - vii. General funds of revenues and expenditures in \$\$ over the past 5 years
  - viii. Fund balance over the past 5 years comparison
    1. 2017 SY through 2022 SY
  - ix. Compares fund balance to other schools in the state of Michigan by percentage
  - x. Food service graph
    1. Past 5 years - bringing fund balance up, which is good – very healthy fund balance
  - xi. Capital projects fund
    1. Deficit of funds being moved/transferred – nice nest egg
  - xii. Audit Finding – 4 findings
    1. Material audit
      - a. Journal entries/Allot of cleanup/Adjustments made by auditor
        - i. Academy response to finding – weekly report by financial and superintendent will be conducted
      2. Lack of disaggregate of duties
        - a. Compliance finding
          - i. Test 40% of revenues  
ESSERS funds were placed in the line but not approved in the state
        - b. Material non-compliance
          - i. Exceeded the due date by November 1<sup>st</sup>  
State automatically penalizes
        - c. Significant deficiency
          - i. Financial company handling cash processes  
Superintendent and financial company will work together
- e. Retirement Rate overview - 1 staff is enrolled in the program
- f. GASB 96 Leases – copier lease only at GWCA
  - i. Subscription such as Microsoft, etc will be included – June 2023

2. February Financials

- a. Received email that state aid was disbursed 2/24/23
- b. Internal audit being conducted by March 31<sup>st</sup>
  - i. Will be able to report out at April Board meetings

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3. Last year for EESR funds
  - a. 23-24 SY
    - i. Provide a cheat sheet for the board/presentation in June BM

## VI. OLD BUSINESS

- a. None

## VII. NEW BUSINESS

- a. Approval of a RFP for Maintenance

**MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO APPROVE THE RFP FOR MAINTENANCE**

**SUPPORT: MEMBER SHARMAINE ROBINSON SECONDED.**

**DISCUSSION: None.**

**MOTION CARRIED UNANIMOUSLY.**

## VIII. FOLLOW-UP ITEMS

- a. None

## IX. OTHER BUSINESS

- a. Bay Mills – Mark Nezich
  - a. Email sent from Bay Mills – School Leader Professional Development
    1. April 27<sup>th</sup> at 12pm – link to sign-up is listed in the email.

## X. CORRESPONDENCE/FOR YOUR INFORMATION

None.

## XI. BOARD MEMBER COMMENTS

- a. Strategic Planning
- b. Parliamentarian refresher training
- c. Board Pictures retake

## XII. EXTENDED PUBLIC COMMENT

- a. Frank Patterson – CFO of Midwest
  - a. GWCA's new account manager
    1. Sure up the financial reports for better understanding and visibility.

## XIII. ADJOURNMENT

**MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO ADJOURN THE MEETING AT 6:52**

p.m. /  a.m.

**SUPPORT: MEMBER SHARMAINE ROBINSON SECONDED.**

**DISCUSSION: None.**

**MOTION CARRIED UNANIMOUSLY.**

## MINUTES CERTIFICATION

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

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Proposed minutes respectfully submitted,

**Karla McGhee**

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Recording Secretary


March 13, 2023

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Date

Approved by the George Washington Carver Academy  
Board of Directors:

March 13, 2023

  
[Gerrajh W Surles \(Mar 22, 2023 12:40 EDT\)](#)

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Board Secretary

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Date

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# 2023 03-13 Proposed Minutes

Final Audit Report


2023-03-22

Created:	2023-03-22
By:	Karla McGhee (kmcghee@gwcarveracademy.org)
Status:	Signed
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## "2023 03-13 Proposed Minutes" History

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 Signer gwsurles@gmail.com entered name at signing as Gerrajh W Surles

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