

**GEORGE WASHINGTON CARVER PUBLIC SCHOOL ACADEMY**

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

**Special Meeting – Organizational Meeting  
 GEORGE WASHINGTON CARVER PUBLIC SCHOOL  
 ACADEMY BOARD OF DIRECTORS**

**Approved**

**DATE:** June 26, 2023  
**TIME:** 5:00  p.m. /  a.m.  
**LOCATION:** George Washington Carver Academy  
 14510 2<sup>nd</sup> Avenue  
 Highland Park, MI  
 48203

**MINUTES**

MEETING TYPE:  REGULAR  SPECIAL  APPROVED  PROPOSED

**I. CALL TO ORDER**

Superintendent Sylvia Brown called the meeting to order at 5:03  p.m.  a.m. on  
 Monday, June 26, 2023

**II. ROLL CALL**

Ms. Jammie Edwards, President, Board of Directors	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mr. Gerrajh Surles, Secretary, 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
Ms. Sharmaine Robinson, Member, 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. Frank Patterson, MMI Finance and Accounting  
 Mrs. Bernita Arnold, GWCA teacher

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 AMENDED AGENDA**

MOTION: MEMBER JAMILLE EDWARDS MADE A MOTION TO APPROVE the June 26, 2023 MEETING AMENDED AGENDA. AS

PRESENTED.

WITH CHANGES/ADDITIONS.

SUPPORT: MEMBER GERRAJH SURLES SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

**IV. APPROVAL OF May 8, 2023 MEETING MINUTES**

MOTION: MEMBER JAMILLE EDWARDS MADE A MOTION TO APPROVE THE May 8, 2023 MEETING MINUTES

SUPPORT: MEMBER SHARMAINE ROBINSON SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

**V. ELECTION OF OFFICERS**

MOTION: MEMBER SHARMAINE ROBINSON MADE A MOTION TO NOMINATE MEMBER JAMILLE EDWARDS AS PRESIDENT.

SUPPORT: MEMBER GERRAJH SURLES SECONDED THE MOTION.

DISCUSSION: Member Edwards accepted the nomination.

MOTION: MEMBER GERRAJH SURLES MADE A MOTION TO NOMINATE MEMBER SHARMAINE ROBINSON AS VICE PRESIDENT.

SUPPORT: PRESIDENT JAMILLE EDWARDS SECONDED THE MOTION.

DISCUSSION: Member Robinson accepted the nomination.

MOTION: PRESIDENT JAMILLE EDWARDS MADE A MOTION TO NOMINATE MEMBER GERRAJH SURLES AS SECRETARY.

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION: Member Surles accepted the nomination.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO NOMINATE MEMBER DESMOND GIBBONS AS TREASURER.

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION:

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**VI. APPROVAL OF JUNE 26, 2023, CONSENT AGENDA**

MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO APPROVE THE JUNE 26, 2023 CONSENT AGENDA

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

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- a. Approval of Detroit Institution for Children Contract (Physical/OP Therapy student services)
- b. Approval of MM1 substitute services Contract
- c. Approval of MM1 HR/Payroll services Contract
- d. Approval of Educational Reflections substitute services Contract
- e. Approval of My Sister's Keeper Contract – Female Mentoring Services
- f. Approval of Maintenance Contract – RFP
- g. Approval of MM1 Accounting and Finance services Contract
- h. Approval of Manhood Contract – Male Mentoring Services
- i. Approval of Karen Pointek – Fingerprinting services
- j. Approval of Janice Wedlow Contract- Nurse Consultant
- k. Approval of Gough Administration Marketing Contract
- l. Approval of Gough Administration Mobile Library Contract
- m. Approval of Gough Administration Website Hosting Contract
- n. Approval of Student Transportation Contract
- o. Approval of metaParse Contract – SIS and Technician services
- p. Approval of GPS Solutions Contract
- q. Approval of GPS Special Education Contract
- r. Approval of 2023-2024 Board Meeting Calendar
- s. Approval of 2023-2024 School Calendar
- t. Approval of Road Runner Recycling Contract
- u. Approval of the Goodlife Agency Contract – Virtual Director of Information Technology
- v. Approval or Instructional Technology Training and Support Contract
- w. Approval of Taylor and Morgan Contract
- x. Approval of Board Policies
- y. Account Designation
- z. Designated Signatory
- aa. Newspaper Designation
- bb. Homeless Children and Youth Liaison
- cc. CAO/Budget Timeline Resolution
- dd. Title VI Representative
- ee. Audit Firm Resolution
- ff. Section 504 Coordinator
- gg. Official Posting Designation and Posting Person
- hh. Civil Rights Representative
- ii. Sexual Harassment and Title IX Coordinator
- jj. FOIA Representative
- kk. Resolution to Bond Board Officers
- ll. Board Corresponding Agent

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**VII. CAO/SUPERINTENDENT'S REPORT****a. 2022-2023 Closeout**

- Mrs. Brown reported all of compliance, reporting and financials have been completed due to June 30<sup>th</sup> due dates for closeout dates

**b. 2023-2024 Highlights**

- Projected enrollment – 385 scholars K-8<sup>th</sup> and 54 scholars Pre-k
  - Creating a cushion for additional scholars that may enroll
  - Summer School
    - Kicked off today
    - Pre-k – Kinder -8<sup>th</sup>
  - School Improvement Team
    - Presentation by Mrs. Bernita Arnold, SIT member, 3<sup>rd</sup> grade teacher
      - Ron Clark Academy visitation May 25-26
        - Key takeaways
          - Healthy school culture
          - GWCA will be implementing new ideas based on RCA best practices for the 23-24 SY
  - Contract Matrix
    - Same contractors as 2022/2023, slightly increase for some vendors due to the economy
  - May financials
    - Finance team requests a Special meeting be held Thursday, June 29<sup>th</sup> to approve the final budget for 22/23 SY

**c. Revised Organization Chart****VIII. NEW BUSINESS****a. APPROVAL OF 2022-2023 FINAL BUDGET AMENDMENT**

MOTION: V I C E PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO REMOVE THE APPROVAL OF THE 2021-2022 FINAL BUDGET AMENDMENT FROM THE AGENDA

SUPPORT: SECRETARY GERRAJH SURLES SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**b. APPROVAL OF 2023-2024 OPERATING BUDGET**

MOTION: V I C E PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO APPROVE 2022-2023 OPERATING BUDGET

SUPPORT: SECRETARY GERRAJH SURLES SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**c. APPROVAL FOR EXTRA DUTY PAY FOR THE SUPERINTENDENT**

MOTION: V I C E PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO APPROVE EXTRA DUTY PAY FOR THE SUPERINTENDENT

SUPPORT: SECRETARY GERRAJH SURLES SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

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**d. APPROVAL OF SAN NOTE RESOLUTION**

MOTION: SECRETARY GERRAJH SURLES MADE A MOTION TO APPROVE THE SAN NOTE RESOLUTION

SUPPORT: VICE PRESIDENT SHARMAINE ROBINSON SECONDED THE MOTION.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY VIA ROLL CALL.

**IX. FOLLOW-UP BUSINESS**

a. None

**X. OTHER BUSINESS**

a. Bay Mills – Mark Nezrich

**XI. CORRESPONDENCE/FOR YOUR INFORMATION**

a. None

**XII. BOARD COMMENTS**

a. President Edwards announced Superintendent lost brother-in-law the day before last day of school, board commends Mrs. Brown for putting kids 1st, ending the SY successful with scholars and staff

**XIII. EXTENDED PUBLIC COMMENT (LIMITED TO 1 MINUTE PER PERSON)****XIV. ADJOURNMENT**

MOTION: VICE PRESIDENT SHARMAINE ROBINSON MADE A MOTION TO ADJOURN THE MEETING AT 6:08  p.m. /a.m.

SUPPORT: SECRETARY GERRAJH SURLES SECONDED.

DISCUSSION: None.

MOTION CARRIED UNANIMOUSLY.

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MINUTES CERTIFICATION

Proposed minutes respectfully submitted,


**Karla McGhee**

Recording Secretary

June 26, 2023

Date

Approved by the George Washington Carver  
Academy Board of Directors:

  
Gerraih W Surles (Jul 5, 2023 18:05 EDT)

Board Secretary

June 26, 2023

Date

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# Proposed Minutes-6.26.2023

Final Audit Report

2023-07-05

Created:	2023-07-05
By:	Karla McGhee (kmcghee@gwcarveracademy.org)
Status:	Signed
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## "Proposed Minutes-6.26.2023" History

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