

**Muskegon Covenant Academy**  
125 Catherine Ave, Muskegon, MI 49442  
(231) 720-3100

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**Board Meeting**  
**MUSKEGON COVENANT ACADEMY**  
**BOARD OF DIRECTORS**

Date: May 11, 2021  
Time: 12:00 P.M.  
Location: Zoom meeting

**MINUTES**

MEETING TYPE:     Regular     Special     Proposed     Approved

**A. Call to Order** – Asaline Scott called the meeting to order at 12:00 PM

**B. Oath of Office - Asaline Scott**

**C. Roll Call**

Asaline Scott, President	X Present	<input type="checkbox"/> Absent	out at 12:55 pm
Donna Secor-Pennington, Vice President	X Present	<input type="checkbox"/> Absent	
Jim Fisher, Treasurer	X Present	<input type="checkbox"/> Absent	
Goeff Hansen, Secretary	X Present	<input type="checkbox"/> Absent	out at 12:55 pm
John Selmon, Member	X Present	<input type="checkbox"/> Absent	

**Other Attendees:**

Jim Tyler, CAF Board Member	Joe Tenbusch, Director of Mission and Retention Values
Matt Cawood, GVSU	Amanda Acker, Director of Academic Progress
Chris McGuigan, Legal Counsel	Mia Clark, MCA School Leader
Gretchen LaHaie, CAF	Tonya Landis, MCA Board Recording Secretary
Dan Matthews, CAF	

**D. Public Comment on Agenda-** None

**E. Approval of Agenda**

**Motion:** Jim Fisher motioned to approve the agenda

**Support:** John Selmon seconded the motion

**Ayes: 5    Nays: 0**

**F. Approval/Acceptance of Standard Business**

**a. Approval of Regular Meeting Minutes – April 13, 2021**

**Motion:** Donna Secor-Pennington motioned to approve the board meeting minutes

**Support:** John Selmon seconded the motion

**Ayes: 5    Nays: 0**

**b. School Report**

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A copy of the meeting minutes is available for public inspection at 125 Catherine Ave, Muskegon, MI 49442, 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, 62 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Landis (231-720-3100) prior to the meeting.

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- i. **Retention Report-(Mia Clark-Grissom)** Current enrollment 125 with 10 students in the building today. Will be working on the garden with the garden grant. Having a vaccination event at MCA to try to make sure that everyone gets vaccinated.
  
- ii. **Progress Update -(Mandy Acker)** Close to the end of the year and no changes to the learning plan. **(Joe Tenbusch)** Working offsite to find the best tools for helping students.  
**Weekly Two-Way Interaction Rates-posted to website:**  
**April 6th:** 2 TWI 18% & 1 TWI 57%  
**April 13th:** 2 TWI 19% & 1 TWI 64%  
**April 20th:** 2 TWI 50% & 1 TWI 82%  
**April 27th:** 2 TWI 49% & 1 TWI 78%
  
- iii. **Financial/Personnel Update: (Gretchen LaHaie)-** Showing under budget currently so there will be money added to the fund balance. Hired a new Supervisor of Academic Progress. The other three positions are still open on the website.
  
- iv. **GVSU Update: (Matt Cawood)-** Reminder about the GVSU board reception.
  
- v. **Legal Update: (Chris McGuigan)-** Discussed updates on GVSU authorizer contract.

**G. Correspondence-None**

**H. Old Business**

**a. Letter of Response to GVSU regarding Charter Renewal**

**Motion:** Jim Fisher motioned to approve the letter

**Support:** John Selmon seconded the motion

**Ayes: 5        Nays: 0**

**b. Recertification of the MCA Extended COVID-19 Learning Plan**

**Motion:** Jim Fisher motioned to approve the Extended Learning Plan

**Support:** John Selmon seconded the motion

**Ayes: 5        Nays: 0**

**I. New Business**

**a. Approval of the MCA/GVSU Charter School Renewal Contract**

**i. Contract Amendment & Renewal**

**ii. Schedule 7-1**

**iii. Schedule 7-4**

**Motion:** Jim Fisher motioned to approve the contract

**Support:** Goeff Hansen seconded the motion

**Ayes: 5        Nays: 0**

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**b. Approval of the MCA Offered Seat Schedule per Grade**

**Motion:** Jim Fisher motioned to approve the seat schedule

**Support:** Goeff Hansen seconded the motion

**Ayes: 5      Nays: 0**

**J. Committee Reports** - Non violence committee- Cedric Scott is working with this group. Discussions and meetings with Ignite program and risk factors. (John Selmon)

**K. Public Comment on Non-Agenda Items** - Joe Tenbusch updated on how many students per grade and sharing the data dashboard.

**L. Reminder of Next Board Meeting** - Annual Budget Hearing: Tuesday, June 15, 2021 at 12:00 PM  
Regular Board Meeting: Tuesday, June 15, 2021 at 12:10 PM

**M. Adjournment**

**Motion:** John Selmon motioned to adjourn the meeting.

**Support:** Jim Fisher seconded the motion

**Ayes: 3      Nays: 0**

The meeting was adjourned at 1:14 P.M.

**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,

\_\_\_\_\_  
Board Secretary/Recording Secretary

\_\_\_\_\_  
Date

Approved by the Muskegon Covenant Academy Board of Directors on June 15, 2021.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

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