

Mason County Promise Zone Authority Board Meeting Minutes

December 3rd, 2018
1:00 PM

Location:

Lakeshore Resource Network
920 E. Tinkham Ave.
Ludington, MI 49431

Call to Order: The meeting was called to order at 1:00 PM by Mason County Promise Zone Authority Board Chair, Jason Kennedy.

- 1) **Roll Call:** All members present- Jason Kennedy, Monica Schyuler, Andrea Large, Rodger Nash, Fabian Knizacky, Ed Makowicki, Dena Thurston & Amy Pepper with Annette Quillan and Jim McLean participating in the meeting via conference call.
Also Present: Lauren Danielson, AmeriCorps VISTA member serving as Promise Coordinator, and Nick Palmer, Mason County College Access Network Coordinator
- 2) **Approval of Agenda:** The agenda was approved with no agenda modifications.
Motion-Nash, Support-Large; Motion carried 11-0.
- 3) **Approval of Agenda:** The agenda was approved with no agenda modifications.
Motion-Nash, Support-Schuyler; Motion carried 11-0.
- 4) **Limited Public Comments:**
 - a) Gena Nelson from Scottville - asked if Promise eligibility criteria are on the website. Jason Kennedy answered her question.
 - b) Jeff Mount MCC Superintendent - mentioned residency requirement, his concern for the schools-of-choice students, for example, those who live in Baldwin. He asks that the Board be as inclusive as possible. Jason Kennedy responded to his concerns.
- 5) **Committee Work:**
Suggested edits and additions: Monica and Lauren made these suggestions
 - Change to 65 max credits
 - Address residency/schools of choice issue
 - Address GED issue
 - Clean up application process language
 - Clean up appeals process language
 - a) Plan Updates
 - i) Change 60 credits to 65 credits
Amy: Many programs require even more than 65 credits.
Andrea: We should cover the programs that require more than 65 credits,

too.

Jason: Perhaps we should review the different programs and bring back information to the next meeting. The Board agreed with this approach.

ii) Eligibility Criteria

- (1) Should we eliminate the words “with a diploma”?
- (2) Should we include schools-of-choice students?
- (3) If we include schools-of-choice pupils, should there be some kind of time restrictions? (i.e., must have attended a Mason County school for at least 2 or 4 years)

Dena - I’m open to opening it up to schools-of-choice students.
Andrea, Rodger, and Nick seemed to be as well.

iii) FAFSA Requirements/Transcripts

- (1) Change language to have all applicants certify that they have completed FAFSA requirements, etc., at the time of application. Hae applicants upload transcripts, award letter, etc. This will save time. Transcripts from high school seniors will be obtained from the school. Only students who took a gap year, etc. will be required to obtain and upload their high school transcript.
- (2) Add “academic” year for reapplication language
- (3) Students will maintain Standards of Academic Progress and submit WSCC transcripts with reapplication

iv) Appeals

- (1) Will we maintain an appeals committee?

Fabian - Yes, we will but it doesn't really have to be written into the plan. The Boar can simply establish the committee.

Ed - Appeals Committee met 10/30 to consider the first appeal.

v) Fiscal Year

Fabian - Calendar year fiscal year to match county would be best.

Monica - Should it be an academic year?

Fabian - I don't think it is necessary.

Jason - We should add a fiscal year as an amendment to the plan.

b) Define Student Success / Discuss Apprenticeships

- The statute allows the use of money for college readiness
- Where do we want to look/spend money
- Are the apprenticeship hours part of the student’s college program?
- They do this in Newaygo, but we’re not sure whether they're actually using captured SET funds for this purpose.
- Jason will see whether Paul Griffith from Michigan Works! can come to one of our meetings.

6) Action Items:

- a) Appeal Committee Recommendations from 10.30 and 11.30
Refer to students as #1 and #2
 - i) Student # 1 considered by the committee on 10.30. Student only took 5 credit hours but is incapacitated. They thought they were approved then told they were not by the school since they were not in 9 hours. A medical condition prevented usual course load and student submitted doctors recommendation that they were able to move to 9 hours in the future semesters. Committee approved paying for 5 hours if the student moved to 9 hours next semester as planned.
 - ii) A motion was made to approve Committee's recommendation

Motion-Krieger, Support-Nash; Motion carried 11-0

- iii) Appeals Committee considering student #2 has requested additional documentation from the student.
- b) Approve changes to policy - Tabled until next meeting
- c) Marketing Budget
 - i) Monica presented a draft budget for marketing for the next 5 years. We will approve at a future meeting.
Andrea- Maybe we should consider budgeting up to a certain amount.
 - ii) A motion was made to approve up to \$20,000 for a 5-year marketing plan to include items on proposed budget and plan.

Motion-Thurston, Support-Knizacky; Motion carried 11-0

Jason Kennedy has to leave for another meeting at 2:29 pm.

Vice Chair, Monica Schuyler, assumed the Chair at 2:30 pm.

7) Committee Work Discussion Continued:

- a) Conflict of Interest Policy
Board members will review this and we will discuss at a future meeting.
Board members look over before the next meeting.
- b) MOU w/ School Districts and WSCC
Lauren has made some modifications to the Memorandum of Understanding. Board members please review the document before the next meeting. Just an information item.
- c) Regularly Scheduled Board Meetings
Set a regular meeting time for the 2019 calendar year. Monica will send out a survey to identify the most frequently convenient day and time. Board packets will be sent out with agenda a week in advance.
- d) Ed shared a positive story about the Promise scholarship
- e) Waiting on the invoice before we pay dues to the statewide organization

8) Limited Public Comment:

- a) Gena Nelson - agrees with Fabian that standards and requirements should be uniform for out of county students
- b) Nick Palmer - Wants to be on a committee to address student success
- c) Jeff Mount - Appreciates work of Promise Board; also has some thoughts on Marshall Plan/Workforce Development

9) Adjournment

A motion was made to adjourn

Motion-Large, Support-Pepper; Motion carried unanimously

Adjourned at 2:46 pm

Meeting Minutes Approved: _____
Motion: _____, Support: _____; Motion carried: _____