



**Mason County Promise Zone Authority Board Policy Committee**

Policy Committee Meeting

Minutes

August 5, 2020 at 1:00 PM

Online using Zoom per Governor Whitmer's Executive Order 2020-154

Online: <https://us02web.zoom.us/j/83069001141?pwd=dDArcmFUR0FSZ1NJQnBzTitDMHc3dz09>

Meeting ID: 830 6900 1141 Password: 1gTRnw

Or by phone, dial: +1 646 876 9923 Meeting ID: 830 6900 1141 Password: 559733

**PURPOSE:** The purpose of the Mason County Promise Zone Policy Committee is to provide recommendations on policy related issues to the Board.

Present: Fabian Knizacky, Jim McLean, Annette Quillan, and Monica Schuyler

Members Absent: Ed Makowicki

Staff Present: Jody Maloney

1. Call to Order/Roll Call: Meeting was called to order by Schuyler at 1:04 PM
2. Limited Public Comment: None
3. Approval of the Agenda: Motion by Knizacky, supported by McLean; Motion passed 4-0-1.
4. Approval of the Minutes: Motion by McLean, supported by Knizacky; Motion passed 4-0-1.
5. New Business:
  - a. Planning for the Future
    - i. Policy & Procedure Manual: The coordinator will assemble the minutes and review for initial assembly of policies and procedures. The committee will assist in this assembly if needed.
    - ii. Board-Committee-Coordinator Roles and Responsibilities: McLean suggested that the individual committees of the Board should initially outline what they feel their responsibilities are. Maloney will follow up with committees to obtain this information.
      1. *Schuyler proposed a motion to recommend to the full board for the Policy Committee to work with the Coordinator to complete a Policy & Procedure Manual and present it to the full board for approval; supported by Knizacky; Motion passed 4-0-1.*
6. Old Business:
  - a. FOIA Policy
    - i. Review fees and options for exemptions
      1. *McLean made a motion to recommend to the full board to adopt Mason County's outline for procedures related to FOIA cost exemption and fee structure; supported by Quillan; Motion passed 4-0-1.*

7. Any Other Business: Quillan asked for clarification on how Promise boundaries are determined when a student applies and whether that process was defined for the public, further inquiring if the individual tax records were used to determine residency. Maloney responded that she is currently using the WSESD map that defines school district boundaries. Schuyler noted that the WSESD map was also what she had used in the past, and that the map was based on where the school taxes for residences are paid to. Maloney suggested that it was a good idea to make this process more transparent by outlining it the policy and procedures.
8. Limited Public Comment: None
9. Adjourn: Motioned by Schuyler at 1:46 PM.