

**Minutes --- Board of Directors Special Meeting  
November 17, 2010**

**I. Call to Order:** The meeting was called to order by Chairman White at 7:54 a.m.

**II. Roll Call:** The following members were present: Director Gensheimer, Director Milshteyn, Director Richards-Schuster and Director Talburt. Absent: Director Johnson, Director Fred McDonald, Director Griff McDonald and Director Miller.

**III. Guests:** There were no guests.

**IV. Approval of Consent Agenda:** Director Gensheimer moved and Director Milshteyn seconded that the consent agenda including the treasurer's report and the Freedom of Information Act Policy (After our lawyers review if items H and L to see if the terms physician-patient privilege, medical, counseling, or psychological facts or evaluation must be included. Also to see if the Items H and L can be combined into one item.) be accepted as presented. Motion passed unanimously.

**V. Updates from the Chair:** Chairman White announced that Dean Covert has been appointed to serve on the search committee for the new Washtenaw Community College President. Director White and Dean Covert met with our attorney Len Wolfe and received a set of directives concerning record retention, an annual budget hearing and the posting of board meeting minutes on the web site that the school will now follow. Chairman White also shared a letter from David Dugger, Dean of the Early College Alliance, to Larry Whitworth, the President of Washtenaw Community College, with Mr. Dugger's vision for WTMC.

**VI. Public/Staff Communications:** Staff members: Monica Cialek, James Cockels, Nichole Klemmer, Tamika Riley, Patricia Sahakian and Elizabeth Zimmerman were in attendance. James Cockels, the new guidance counselor and Tamika Riley, the new career counselor were introduced to the board. Monica Cialek, Nichole Klemmer and Elizabeth Zimmerman presented the board with a report on the workings of the math department at WTMC.

**VII. Treasurer's Report:** Dean Covert presented the treasurer's report for October 2010.

**VIII. Old Business:** The board members present passed their areas of concern in the board policy manual to Director White. Chairman White will collect the work of the other board members and meet with Dean Covert, Director Richards-Schuster and Director Talburt to collate the items and review concerns. In the January 2011 meeting these will be shared with the entire board.

**IX. New Business:** Dean Covert discussed the improved continuity of student enrollment and the decrease in the dropout rate over the last three years. Dean Covert presented reading and math goals for the year and outlined steps taken to achieve the goals. Dean Covert shared the master calendar of Federal, state and contractual requirements he developed as a result of the meeting with Len Wolf. The extensive work to clean up and improve the web page was presented. As part of our marketing campaign, Dean Covert has attended the Washtenaw County Counselor Meeting and three open houses at area charter schools. The first Admissions Invitational Meeting will be January 18, 2011 at the Morris Lawrence Bldg. at 7 p.m. Teacher evaluations are in progress and all of the new teachers have been observed once. A Memorandum of Agreement with the college needs to be updated and work has begun on that. The board asked for updates at each meeting from Dean Covert on the completion of areas of concern that Len Wolf disclosed.

**X. Adjournment:** Director Talburt moved and Director Milshteyn seconded a move to adjourn. Motion passed unanimously. Director White adjourned the meeting at 9:05 a.m.

Respectfully submitted by: \_\_\_\_\_  
Alex Milshteyn  
Secretary, WTMC Board of Directors