

# THE PONTIAC SCHOOL DISTRICT PROMISE ZONE AUTHORITY BOARD

March 21, 2024

12:30 PM

1500 University Dr  
Auburn Hills, MI 48326

## BOARD MEETING AGENDA

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<b>Meeting called by:</b>	<b>Teresa Rodges</b>	<b>Type of meeting:</b>	<b>Regular Meeting</b>
<b>Meeting Chair:</b>	Teresa Rodges		
<b>Note Taker:</b>	C. Moulder		
<b>Please read:</b>	January 18, 2024, Minutes, February 15, 2024 Minutes, March 21, 2024 Agenda,		

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### AGENDA ITEMS

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<b>Topic</b>	<b>Presenter</b>
✓ Call to Order:	Teresa Rodges
✓ Roll Call Present: Kaino Phillips, Christopher Northcross, Mary Schusterbauer, Tim Meyer, Henry Knight, Teresa Rodges, H. Bill Maxey, Lon Bone, Nellie LeGarde (online), Absence Excused: Jose Aliaga	Kaino Phillips
✓ Approval of the January 18, 2024, Minutes	Kaino Phillips, seconded by Lon Bone
✓ Approval of the March 21, 2024, Agenda	approved by Christopher Northcross, seconded by Kaino Phillips

### Chairperson Executive Report

**10 mins**

- A. PPZ Committee Appointments  
Please reflect in the appointment the over ten-year membership; some of the board members have indicated they are ready to come off the board and move into an advisory committee. The development plan needs to be updated and adhered to once updated. Officers would be reappointed until November 2024.
- B. Committee chairs if they need to add to the agenda.
- C. Major CPA Engagement/services  
We are up speed with this relationship and our 990 and audit is being completed.
- D. OU Pre-College Programs/OCC Links Inc.  
Students will be offered prom items for both male and female students. Updated schedules will be put into place for upcoming dates. Etiquette workshops will be held on OU campus.

**Executive Director Report** **10 mins**

**Program Coordinator reports** **10 mins**

A. Derinda Shaw **5 mins**

B. Raymond Wiggins **5 mins**

**Treasurer Report – C. Northcross** **10 mins**

Major CPA Engagement 5601 – \$13,000 for Auditing for 2022-2023 fiscal year

IRS 990 \$2500 filing/extension

5701 – Insurance refund to PPZ due to a change in the policy

Bank statements included for review. There is a need for Success coaching for the budget through committee for future review

### **Committee Reports**

❖ **Bylaws Committee Reports – Mary Schusterbauer** **10 mins**

We reviewed the bylaws as they relate to the state law. This will be given out to board members today, and review alongside the old bylaws and the act from the law. There will be a discussion for bylaws in the next board meeting.

❖ **Personnel Committee Reports** **5 mins**

Through the attorney at the Allen Law group, we must meet with them in how we should be handling contractual employees the way we handle company employees. We should not be handling the contractors' goals/objectives the way we have been in the past. The upcoming contractual review is aligned appropriately.

❖ **Marketing Committee Report** **5 mins**

Success coaching to work alongside Promise Zone staff with students who are deciding to choose 2–4-year colleges/universities, trade programs or certificate programs. Centro Multicultural La Familia is a prime example of how important it is to work with our Hispanic/Latino population. They are asking for \$36,720.00 to support our efforts within the school district. Lon Bone discusses how his own church works with this organization currently and needs to step forward with working with the PPZ.

**Board Member Open Comments** **10 mins**

Mr. Maxey agrees with the need to add the Centro Multicultural La Familia Success coaching to the PPZ program. Mary requested that we designate an amount of time to get a resolution. Tim states the Jose Aliaga that he gives a real-life perspective; we also need to look at the legality of adding the success coach to the PPZ. We make sure we are fully prepared for the next meeting and it can be on the agenda. Bylaws should not be prescriptive to restrict the organization; we should set aside a 2 hour special meeting to start to look at the current bylaws or changes that may need to happen with them. Mary suggests more than a board meeting to handle the business of bylaws to take time away from the board meeting perhaps a working lunch prior to the board meeting. Board Chair request a special meeting prior to the next board meeting to discuss the bylaws.

Motion: Mary moves to hold a special meeting to discuss the bylaws. seconded by H. Bill Maxey. Motion carried.

Henry set up a retreat for the board and cancelled the date.

Henry moves that we accept the program with Centro Multicultural La Familia with the understanding of the legal process and leave it to the Executive Director and Board Chair to set

up meetings with the attorneys, the Allen Law group and personnel committee with public policy with amending the budget to cover the cost. Seconded by Christopher Northcross.

Role Call: Christopher Northcross, H. Bill Maxey, Mary Schusterbauer, Lon Bone, Henry Knight, Kaino Phillips, Teresa Rodges,

C. Northcross moves that we approve to accept the engagement letter with Major CPA, LLC.

Roll Call: Tim Meyer, Mary Schusterbauer, Lon Bone, Henry Knight, Kaino Phillips, H. Bill Maxey, Christopher Northcross, Teresa Rodges

**Public Comments**

**10 min**