

**MINUTES
REGULAR MEETING
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD
August 9, 2022
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, August 9, 2022 at 8:00 a.m. at the Muskegon Area ISD.

The following board members were present:

Mr. Steve Parker, Longview Management Consulting
Mr. Randy Lindquist, MAISD Superintendent
Dr. John Selmon, Muskegon Community College
Dr. Aaron Maike, Baker College of Muskegon
Mr. Gary Nelund, State Farm Insurance
Ms. Cindy Larsen, Muskegon Lakeshore Chamber of Commerce
Ms. Holly Hughes, Community Representative

The following board members were absent:

Ms. Laurel Zwit, Greenridge Realty
Mr. John Swanson, Swanson Pickle Co.
Mr. Keith Guy, Muskegon Public Schools
Mr. Christopher Dean, Muskegon Heights Fire Department

Also present: Ms. Megan Byard Karaba, PZA Coordinator
Mr. Jason Helsen, MAISD Associate Superintendent

Guests: None

1. Call to Order

Steve Parker called the meeting to order at 8:00 a.m.

2. Public Participation – None

3. Approval of Agenda and Minutes

It was moved by Gary Nelund and supported by Holly Hughes to approve the Agenda as presented and the Minutes of the July 12, 2022 Regular meeting. All Ayes (7) Nays (0). Motion carried.

4. Budget Update

- YTD Financials – Mr. Helsen shared the balance sheets as of June 30, 2022 (close out of the 2021-22 year) and July 31, 2022, the profit and loss statements, the ChoiceOne Bank statements, and the MUNIS statements.
- Muskegon Community College Summer Invoice - \$67,832.78

It was moved by Holly Hughes and supported by Aaron Maike to approve the payment of \$67,832.78 to Muskegon Community College for the Summer 2022 tuition. All Ayes (7) Nays (0). Motion carried.

- Muskegon Area ISD Check for Covered Expenses - \$269.02

It was moved by Holly Hughes and supported by Aaron Maike to approve the payment of \$269.02 to the Muskegon Area Intermediate School District for Covered Expenses. All Ayes (7) Nays (0). Motion carried.

5. Membership Update – No Report

6. Student Eligibility, Terms & Appeals

- 2022 Cohort – Summary Review & Update – Ms. Byard Karaba provided a 2022 Cohort update. 293 new students (46% of those invited), 360 returning students (73% return rate) for a total new and returning of 653. She also shared the career plans data identified by cohort.

There was discussion around Muskegon Covenant Academy and the fact they have no qualifying students. The Board agreed it was worth additional conversation and exploring how we might provide them additional support.

- Appeal Eligibility Review

It was moved by Randy Lindquist and supported by John Selmon to approve two (2) appeals as follows. All Ayes (7) Nays (0) Motion carried.

Name	District	Approved	Denied
Calvin Morrow	Reeths-Puffer	x	
Mason Vandervelde	Whitehall	x	

7. Student Success & Other Business

- NSC Data Submission – Ms. Byard Karaba shared the NSC Summary 2022 data. The Board suggested a resurrection of the infographic used in the past to highlight this data.

8. Marketing/Communication Update

- Key Services Cards in Collaboration with the LCA – these were historically produced by the MAISD for each district. Ms. Byard Karaba shared some things she would like to produce for a similar key services card for the Promise (i.e. MICIP Goal Setting; Xello Use and Completion; PCC Involvement; FAFSA completion; Promise Eligibility and Use; CSA Participation; and Attainment).
- Promise Professionals 2.0 Planning – looking to resurrect this and reach out to graduated scholars and report on their successes.

9. Fundraising Update – No Report

10. Other – None

11. Next Meeting Date

- September 13, 2022 – 8:00 a.m.

There being no further business, the meeting adjourned at 8:52 a.m.

Respectfully submitted,

/Barbara Ireys/

Barbara Ireys, Recorder