

**MAEO**  
**Michigan Alternative Education Organization**  
Board Meeting Minutes  
July 13, 2021, 1:00 - 5:00 pm  
Doubletree Riverfront  
1 Wenonah Park Place,  
Bay City, MI 48708

**Present:** Rhonda M, Sarah O, Mallory S, Rob P, Merrilyn M, Tammy G, Deb B, Joel H, Marty M (Virtual), Tom M

**Absent:** Leigh Ann Link, Jane Westphal

### **Meeting Agenda**

- I. Welcome and Roll Call
- II. President's Comments- Rhonda is hoping for a back to normal conference.
- III. Approval of April 22, 2021 Minutes - Deb moved to approve minutes, Mallory second. Motion carried.
- IV. Member introductions, biographies, contact information document  
(Please fill in/edit the shared doc with contact info)  
Rhonda - Calhoun Community High School new position as Superintendent and Principal  
Sarah (Orr) - Instructional Aide at Renaissance in Plainwell  
Mallory - Social Studies in Birmingham Lincoln Street  
Deb - Past President MAEO, Co-Chair MAEO STARS, SSW Retired as of June 30  
Joel - White Lake Area Community Ed- Duck Creek Learning Center Principal  
Tammy-Principal at Renaissance in Plainwell  
Tom Moore - Director of White Lake Community Education, oversee early childhood, Alt. Ed first love  
Rob - Sparta High School math teacher  
Marty - Principal of Legacy High School, grades 6 -12 part of the Detroit Public Schools Community District  
Merrilyn McMiller - Director of Early College and Education Coordinator, Vice Principal of Marshall Opportunity

V. Board reports & brief summary of position responsibilities

- A. President - Spokesperson, prepare agenda and run meetings
- B. Vice President - Assist president and help with tasks
- C. Recording Secretary - Record minutes, prepare for board meetings
- D. Conference Secretary - Plan and organize conference presenters and site, etc.
- E. Membership Secretary - Contact person from board to membership, send emails communications to members
- F. STARS - Co-Chairs plan, organize and run three events: Leadership Kick Off, Legislative Day, and Spring Career and College Competition
- G. Webmaster - Website manager and updates
- H. Social Media - Facebook, Twitter, Instagram
- I. Treasurer (Year End Report 2020-2021) balance budget, write checks, pay expenses for the board, submit relevant tax information and maintain tax exempt status

May 31, 2021 Report - Expenses - Stipends, Stamps, Trophies - All outflow no inflow  
Mallory moved to accept May 31, 2021 treasurer's report, Deb Supported  
Motion Carried.

'20 - '21 Year End Report - Award and plaque expenses, reserve Crystal Mountain '22 and '24, two scholarships, Summer Retreat and one board meeting, general business expenses

Final Budget -

\$11,735.67 '20 - '21 Expenses

\$39, 521.34 Final Balance

Sarah moved to accept Year End Treasurer's Report, Deb supported. Motion carried.  
Board members filled out Conflict of Interest forms

Ideas to trim expenses suggested - reduce mileage stipend in spring if high, eliminate in person board meetings during winter months, more vendors, solicit vendors to sponsor meals, use connections to promote participation as vendors and members  
Discussion of PO Box location, look for someone to assume the position of treasurer in the '22 - '23 year.

J. MAEO monthly meeting information

4th Thursday 5:00 pm in Lansing - will decide on specific dates in July 14 meeting

Marty volunteered to assume both the webmaster and social media chair

positions

VII. Old Business:

A. Review vision and mission statement.

**MAEO Mission Statement**

The purpose of the Michigan Alternative Education Organization is to advocate for exemplary practices in alternative education, to provide a network of support for alternative educators and students and to promote awareness of alternative education at the local and state levels.

**MAEO believes in equity-focused education where all students have access to the same resources and educational rigor, and support diversity in gender, age, sex, race, class, religion, ethnicity, ability, language, sexual orientation, or gender identity.**

Propose that “purpose” is changed to mission

Work to collaborate and form an alliance with other organizations that serve alternative students

Agreed to change purpose to mission

On the website provide a transition or divider between mission statement and non-discrimination statement

B. Committees (Brief summary of committee responsibilities, committee membership)

Annual Conference: Sarah (chair), Rob, Joel

One Day Conference: Difficult to plan something for fall, this year use social media and podcasts, round tables, snippets that go out regularly, everything linking back to MAEO, highlight videos that work to inspire other schools to engage with us

STARS: Deb, Mallory, Leigh Ann to join committee

Scholarship/Awards: Rhonda (chair), Tom and Merrilyn committee members

C. Other Boards/Roles

MEA: Governor signed K12 budget, bill to remove WorkKeys passed House, going to Senate

NAEA: Conference October 18 - 20 in St Louis, MO

MDE: Going back to in person in the office

MACAE: Fall Conference in person, third week in October + hybrid version Marty will follow up

VIII. Adjournment 4:31 pm.

Reconvene July 14 at 9 am

**MAEO**  
**Michigan Alternative Education Organization**  
Board Meeting July 14, 2021, 9 am  
Bay City, MI  
MAEO Summer Retreat Day 2 Minutes  
Wednesday, July 14 · 8:45am – 1:45pm

**Present:** Rhonda M, Sarah O, Mallory S, Rob P, Merrilyn M, Tammy G, Deb B, Joel H, Marty M (Virtual), Tom M

**Absent:** Leigh Ann Link, Jane Westphal

**Meeting Agenda**

- I. Complete discussion of any unfinished *Old Business* Items from July 13  
No business left over from yesterday's session
- II. New Business
  - A. Discussion of Proposed Budget for 2021 – 2022  
Revise to say just Revenues instead Net Revenues  
Mileage - Members whose district pays for mileage will exempt out  
Moved by Deb, Second by Sarah Motion carried
  - B. Board Meeting Dates, Time and Location for 2021 – 2022  
September 23  
October 28  
December 2  
January 27  
February 24  
March 24  
April 28  
July 11 - 12, Sarah will arrange site
  - C. MAEO Google Suite  
Discussion of ballots going out through our maeo.org account.  
Many went to spam, concern with having an additional email address.  
Membership Chair will continue to be communicator, send anything you need to have sent to the entire membership to Mallory. Use our Google Suite for shared

docs, MAEO STARS, calendar events and use Google Meet for meetings. On MAEO contact sheet, please identify which email you wish to use for communicating.

Every new board member will get a maeo.org email address.

D. Virtual Options for Meetings

Will continue to offer this option for members who cannot attend in person

Plan is to have September, December and March meetings in person

October, January and February virtual

E. Spring Conference Dates and Location for 2022

Crystal Mountain April 28 - 29, 2022

F. MAEO STARS Event Dates and Locations for 2021 - 2022

Fall Leadership Conference November 5, 2021 Location TBA

Legislative Day Wednesday in March Lansing Christ Community Church/Capital

Spring Career and College Competition Mid May Delta College

G. Newsletter

Several different formats have been tried

Time consuming, and content are challenges. Discussed doing two during the year - fall and spring

Sarah will collaborate with Rhonda to put a "s'more" together to be sent out in the fall promoting MAEO and activities to look forward to during the school year

H. Relationships and/or Positions with Other Organizations/Departments

MACAE: Tammy

MDE: Joel

MEA: Rob

NAEA: Deb

MASSP: Tom

III. Committee Work (Whole group, individual group work)

1. Annual Conference - Highlights of sessions on website after the conference, Presenter timeline - We have "Tall Cop" for keynote, Marty volunteered to be a second keynote, submit presenters by December meeting, deadline January, get information to Sarah for website and Marty for social media, SCECHs will be coordinated through Rhonda and Tammy
2. STARS (locations, dates, events, etc.)- see minutes above
3. Scholarship/Awards - Tom and Rhonda will assist in update forms, Marty and Sarah will collaborate (using Jot Form) and post it on the website/social media, create promotions that include testimonial video clips from award winners

IV. Other Business - No other business

V. Adjournment 12:06 pm