

**MINUTES
REGULAR MEETING
MUSKEGON AREA PROMISE ZONE AUTHORITY BOARD
September 13, 2022
8:00 A.M.**

A regular meeting of the Muskegon Area Promise Zone Authority Board was held on Tuesday, September 13, 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
Mr. Keith Guy, Muskegon Public Schools
Mr. Christopher Dean, Muskegon Heights Fire Department (arrived 8:12 a.m.)

The following board members were absent:

Ms. Laurel Zwit, Greenridge Realty
Mr. John Swanson, Swanson Pickle Co.
Ms. Cindy Larsen, Muskegon Lakeshore Chamber of Commerce
Ms. Holly Hughes, Community Representative

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 8:03 a.m.

2. Public Participation – None

3. Approval of Agenda and Minutes

It was moved by Gary Nelund and supported by Aaron Maike to approve the Agenda as presented and the Minutes of the August 9, 2022 Regular meeting. All Ayes (6) Nays (0). Motion carried.

4. Budget Update

- YTD Financials – Mr. Helsen shared the balance sheet as of August 31, 2022, the profit and loss statement, the ChoiceOne Bank statement, and the Community Foundation statement.
- Mr. Parker suggested the Board hold a retreat to brainstorm ideas for growth, and possibly meet with major funders before the retreat to share our dashboard and offer them an opportunity to provide their feedback to the Board.

Christopher Dean joined the meeting at 8:12 a.m.

- Audit Update – Mr. Helsen will provide an audit update at the next meeting.
5. Membership Update – No Report
 6. Student Eligibility, Terms & Appeals
 - 2022 Cohort – Summary Review & Update – Ms. Byard Karaba reminded the board of the location of the 2022 Cohort data in the Google folder.
 - Muskegon County Virtual Academy – Students that attend the MCVA are eligible to receive the Promise, as they are actually enrolled at their home district and it is a program offered to local districts.
 - Homeschool Students – Ms. Byard Karaba is looking into the possible eligibility of homeschool students in the future.
 7. Student Success & Other Business
 - MI PZA Reporting Requirements – State Association Update – Ms. Byard Karaba shared the “State Reporting Know How - the What and When,” which includes Semester Reports (September), CEPI – Student Success (October), and Compliance (January).
 8. Marketing/Communication Update
 - Key Services Cards in Collaboration with the LCAN – These are still in process.
 - Promise Professionals 2.0 Recommendations & Ideas – Ms. Byard Karaba is exploring a online venue called Student Bridge which is a website that helps tell a story.
 - Ms. Byard Karaba briefly discussed the Equity Project and the work of Maaike Mudde.
 9. Fundraising Update – No Report
 10. Other – None
 11. Next Meeting Date
 - October 11, 2022 – 8:00 a.m.

There being no further business, the meeting adjourned at 8:50 a.m.

Respectfully submitted,

/Barbara Ireys/

Barbara Ireys, Recorder