APPROVED

Flex High School of Michigan

Minutes

Board Meeting

Date and Time
Tuesday December 9, 2025 at 6:00 PM

Location
In person: 4945 Clio Road, Flint, MI 48504

Virtual via Microsoft Teams: https://llac.io/FHSMI
Meeting ID: 222 782 891 591
Passcode: L3Df6BZ2

Mission Statement: Flex High School of Michigan recovers students who have dropped out or are in danger of dropping out of high school. We enroll students into a resource center, mentor, teach, and prepare them for graduation and college and career readiness.

Directors Present
D. Lepine, M. Clark, T. Hughes, W. Brown

Directors Absent
M. Bruzewski

Guests Present
A. Gibson (remote), A. Holmes, A. Izzo, A. Miller (remote), C. Merante, Dr. Nikki Lovelace (remote), H. Ruiz, K. Welsh (remote), Michelle Simi (remote), T. Cherry, V. Chase

I. Opening Items

A. Call the Meeting to Order

M. Clark called a meeting of the board of directors of Flex High School of Michigan to order on Tuesday Dec 9, 2025 at 6:03 PM.

B. Oath of Office

Ms. Bruzewski was not present at the meeting and will be sworn in at the January board meeting.

C. Record Board Member Attendance

D. Introduction of Attendees

II. Approval of Agenda

A. Approval of Agenda

W. Brown made a motion to to approve the November 12, 2025, agenda.
T. Hughes seconded the motion.
After a brief discussion, the following action was taken to approve the agenda for the November 12, 2025, Regular Meeting of the Board of Directors of Flex High School of Michigan.
The board **VOTED** to approve the motion.

III. Approval of Prior Meeting Minutes

A. Prior Meeting Minutes

T. Hughes made a motion to approve the minutes from Board Meeting on 11-12-25.
D. Lepine seconded the motion.
It was recommended that the Board of Directors adopt, as presented, and approve the minutes of November 12, 2025, Regular Meeting of the Board of Directors of Flex High School of Michigan.
The following action was taken to approve the Minutes as written.
The board **VOTED** to approve the motion.

B. Special Board Meeting

W. Brown made a motion to approve the minutes from Special Meeting on 11-15-25.
D. Lepine seconded the motion.
It was recommended that the Board of Directors adopt, as presented, and approve the minutes of November 15, 2025, Special Meeting of the Board of Directors of Flex High School of Michigan.
The following action was taken to approve the Minutes as written.
The board **VOTED** to approve the motion.

IV. Reports

A.

School Leader

W. Brown made a motion to allocate up to $1,000 from the board's spending account to purchase coats and other essential items for students.
D. Lepine seconded the motion.
Ms. Izzo shared her report on field trips are planned to Kettering, Frankenmuth, the Detroit Zoo, and the Lansing Capital. A senior lunch was held, with more graduates' pictures to be added, and January graduation will be at the Flint Institute on January 16th, with a luncheon and rehearsal on January 15th.

Ms. Izzo shared on efforts are underway to fill a CTE teacher position. An internal audit review was conducted on two-way interactions, IOPs, and monthly schedules. Staff revisited the child find process, KPIs, de-escalation strategies, PBIS platform, and GoGuardian usage.

Ms. Izzo shared on bi-weekly enrollment events are ongoing. The school is actively seeking donations of coats, boots, hats, and gloves for students in need, and the robotics team will start in late January. She also shared on attendance rise to 68% in October but saw a slight drop in Burton. The team is investigating the cause and total enrollment has increased from 186 to 300.

Ms. Izzo also shared on the staff award that was presented to Mr. Diem.

Ms. Izzo shared on courses completed by the students with Flint exceeding its goal, but Burton is at only 36% of its goal. This variance is being investigated.

Ms. Izzo shared a presentation is scheduled from Douglas James for students interested in massage and barbering. She also shared on opportunities with guest speakers and helping with the transitions for seniors. Ms. Izzo shared on 15-20 projected graduates for January.

Ms. Izzo mentioned there is a significant number of students lack basic necessities like winter coats, with some experiencing homelessness. One urgent case involves a mother and son living in a car. The school has provided temporary hotel lodging. The board discussed how to provide financial assistance for these needs.
The board **VOTED** to approve the motion.

B. Education Service Provider (ESP)

Ms. Chase shared her experience of visiting the schools today.

Dr. Lovelace shared on the B-timely Cap, has officially been removed and has been closed. USDS is readily available and will ensure IEP’s are being done in a timely manner.

Ms. Chase shared on the appeal remains active. CMU representatives are scheduled to speak with the new state superintendent, Dr. Glenn Maleyko, and a call with the deputy

superintendent is also scheduled. The team is working with MAPSA, using a relationship-based strategy.

Mr. Miller concluded by letting the board know they will be kept informed, and a special meeting may be called if a resolution is reached.

C. Finance

Mr. Cherry shared on the financials dashboard as of October 31, 2025, including the dashboard and detailed balance sheet. He also shared that the total debt for the school has decreased and is expected to decrease further as student FTEs increase.

D. Committee Updates, as needed

Academic: Ms. Lepine spoke on the committee is focusing on attendance procedures and ensuring IEP services are properly written. Staff will be trained on new procedures once approved. The current testing focus is on cycles and preparing for the spring.

Finance: Mr. Clark met with finance and shared on the committee reviewed expenses and planned for frugality, especially concerning financial callbacks. Discussions centered on accountability and aligning expenditures with program goals. Future in-depth meetings are planned pending audit and hearing outcomes.

Governance: Ms. Brown shared on following the board retreat, the committee established board priorities: improving grade-level equivalency (Academics), board structure (Governance), and debt reduction (Finance/full board). Enrollment and retention were identified as a priority for the entire board. A policy update meeting is scheduled for the upcoming Monday at 9:45 a.m.

E. Authorizer Updates

Mr. Merante shared on The Spirit of the Future Scholarship Award, with a January 31st deadline. He also shared a resource page on the CMU website under "school leaders and educators" to help with resources to give her staff.

V. New Business

A. E-Rate Vendor Selections

T. Hughes made a motion to approve CDW-G renewal and ECI Phone Connection vendors for the 2026-27 SY.
D. Lepine seconded the motion.
The board **VOTED** to approve the motion.

B. Approval of Expenditures

There were no expenditures for approval.

VI. Closing Items

A. Next Board Meeting Date

Next Board Meeting Date: January 13, 2026, at 6:00p.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:10 PM.

Respectfully Submitted,
A. Holmes