

**Washtenaw Community College  
Authorizing Agency of Washtenaw Technical Middle College**

**Report Completed as part of Sec 217c of Public Act 120 of 2024**

(a) A list of all of the schools currently authorized by Washtenaw Community College:  
**Washtenaw Technical College (WTMC)**

(i) The year in which the school was authorized: **1997**

(ii) The location of each school: **4800 E Huron River Dr, Ann Arbor MI**

(iii) The owner of the property at which each school is located and the physical buildings utilized by the school, as applicable.

**Answer: Washtenaw Community College**

(b) A list identifying any schools that were closed or lost their authorization in the current or previous academic year.

**Answer: N/A**

(c) A description of any new contracts for the operation of a public-school academy that will operate as the successor to a public-school academy that is currently being operated under a contract issued by another authorizing body that is currently performing in the bottom 5% of schools.

**Answer: N/A**

(d) The academic performance of each school currently authorized, including whether a school is identified by the department of education as a partnership school. If a school is identified as a partnership school under this subdivision, the authorizing body must include a description of corrective actions in the school's partnership agreement, the duration of the partnership agreement, and an assessment of progress toward improvement.

**Answer:**

**The academic performance of WTMC has been excellent. As a Middle College, which is designed as a five-year program, we look specifically at the 5-year graduation rate and course completion rate at the college (see below). The average WTMC graduate completes 67 college credits. Last year the success rate for WTMC students in college courses was 93% (student receives a grade of 'C' or above).**

**Graduation Rate**

	2022-2023	2023-2024
4 Year Rate	74.07%	84.34%
5 Year Rate	93.68%	93.12%
6 Year Rate	96.74%	96.55%

**College Credits Completed**

	2022-2023	2023-2024
College Credits	12,926	12,319

(e) The total enrollment of each school at the time of submission, the grades served, and student turnover rate compared to the previous academic year, as applicable.

**Answer:**

**The enrollment of WTMC has been steady over the last five years. WTMC serves grades 9-13. WTMC had a slight increase in enrollment this year of 3.8 percent. (See below)**

**Enrollment and Turnover Rate**

	2023-2024	2024-2025
Enrollment	792	821
Turnover	36	
Percentage of Turnover	4.5%	

(f) Aggregated student enrollment data for students with an individualized education program as well as the total amount of special education cost reimbursements received by each school during the school's most recently completed fiscal year.

**Answer:**

**WTMC received \$240,558 in Special Ed cost reimbursement in the 2023-2024 school year. Please see enrollment data for students with IEP below:**

**IEP Data**

	2023-2024	2024-2025
Students with IEPs	43	46
Percentage of Total Students	5.4%	5.6%

(g) The total number of fees, reimbursements, contributions, or charges permitted under section 502(6) of the revised school code, 1976 PA 451, MCL 380.502, that are assigned to each school currently authorized in a single academic year.

**Answer: 1 (3% of WTMC foundation allowance only)**

(h) The names of the members of the board of directors of each school currently authorized, the date that each member of each board was appointed, and a description of the methodology used by the authorizing body to select members for the boards of directors for each school currently authorized by the authorizing body.

**Answer:**

<b>Mrs. Jan Gensheimer, Director</b>	<b>Member Since 2001</b>
<b>Mr. Derrick Jackson, Director</b>	<b>Member Since 2019</b>
<b>Mrs. Paulette Miller, Treasurer</b>	<b>Member Since 1997</b>
<b>Mr. Bryan Muthig, Chairman</b>	<b>Member Since 2020</b>
<b>Mr. Donald J. Peurach, Secretary</b>	<b>Member Since 2018</b>
<b>Mrs. Katie Richards-Schuster, Vice Chair</b>	<b>Member Since 2008</b>
<b>Mr. Muddasar Tawakkul, Director</b>	<b>Member Since 2024</b>

Following is the language from our WTMC authorizing contract detailing the process for selection of board members:

Before execution of a contract to charter a public-school academy between the corporation and the Washtenaw Community College Board of Trustees ("College Board"), the method of selection, length of term, and the number of members of the corporation's Board of Directors shall be approved by a resolution of the College Board as required by the Code.

The members of the corporation's Board of Directors shall be selected by the following method:

- 1) **Method of Selection.** The method of selection of the Board of Directors shall be as prescribed by the College Board. Unless otherwise prescribed by the College Board, the Board of Directors of the corporation shall nominate a list of potential members of the Board of Directors. The Board of Directors shall submit the list of nominees at least thirty (30) days before the meeting at which the College Board appoints new members. The date of the College Board meeting at which new members will be appointed will be determined by the College Board. When the nominations are forwarded to the College Board, they shall be accompanied by the nominees' resume and each nominee shall be available for interview by the College Board or the College President. A member appointed to fill a vacancy created other than by expiration of a term shall be appointed for the unexpired term of the vacating member in the same manner as the original appointment.
- 2) **Length of Term.** The term of each member of the Board of Directors shall be three (3) years, except that of the members first appointed, 1/3 shall be appointed for a term of three years, 1/3 shall be appointed for a term of two years, and the remainder shall be appointed for a term of one year.
- 3) **Number of Directors.** The number of members shall never be fewer than five (5) nor more than nine (9), as determined from time to time by the College Board.

Qualifications. The Board members of the corporation should include (i) individuals who are enthusiastic about Washtenaw Technical Middle College and who support the

educational mission of the school; (ii) individuals who either reside or work in the Washtenaw Community College District; (iii) individuals who have experience in either business, education or government; and/or (iv) individuals who are either parents or guardians. The board members of the corporation shall not include (i) employees of Washtenaw Technical Middle College; (ii) any director, officer or employee of a management company or other service provider that contracts with Washtenaw Technical Middle College; or (iii) Washtenaw Community College officials or employees.

Oath. All members of the Board of Directors of the Corporation must file an acceptance of office with the College. All members of the Board of Directors of the corporation shall take the oath of office required by Section 512a(4)(b)(vi) of the Code.

(i) The name of the applicant who applied and received approval to organize each currently authorized school.

**Answer: N/A (Washtenaw Community College)**

(j) The list of contracts and length of their terms, with education service providers associated with each school currently authorized pursuant to section 502 of the revised school code, 1976 PA 451, MCL 380.502, as applicable. The contracts described in this subdivision include, but are not limited to, those described in section 502(2)(d) of the revised school code, 1 1976 PA 451, MCL 380.502.

**Answer: N/A**

(k) Activities undertaken by each authorizing body to ensure that the board of directors of each school complies with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246, and laws prohibiting conflicts of interest.

**Answer: The Washtenaw Community College Board of Trustees assigns a Board of Trustee member as a liaison to WTMC. This liaison member attends all WTMC Board of Directors meetings. WTMC Board of Director meeting minutes are also collected and reviewed quarterly by the College. Each WTMC Board of Director is required to sign a conflict-of-interest statement annually.**

(l) A description of the activities undertaken by the authorizing body to meet the functions of an authorizing body under section 502 of the revised school code, 1976 PA 451, MCL 380.502, as applicable.

**Answer: The College maintains an authorizing contract with WTMC which requires quarterly reporting of all pertinent activities including:**

- **Auditing of financial records/reports**
- **Review of records and internal controls**

- **Monitor of WTMC's compliance with the authorizing contract, school code, and appropriate laws**
- **Monitoring of educational goals and performance standards**

(m) A financial report of the authorizing body's use of fees, reimbursements, contributions, or charges collected or retained under section 502(6) of the revised school code, 1976 PA 451, MCL 380.502.

(i) The total amount of fees collected or retained under section 502(6) of the revised school code, 1976 PA 451, MCL 380.502, by the authorizing body for the authorizing body's most recent fiscal year.

**Answer: The total amount of fees collected or retained under section 502(6) of the revised school code, 1976 PA 451, MCL 380.502, by the authorizing body for the authorizing body's most recent fiscal year were \$242,150.27.**

(ii) The amount of funds reported under subparagraph (i) that were spent on compensation for faculty and staff employed primarily to meet the functions of an authorizing body. For the purpose of this subparagraph, an employee is presumed to be primarily employed to meet the functions of an authorizing body if that employee spends more than 50% of the employee's time on those activities.

**Answer: \$0**

(iii) The number of positions, organized by job title, associated with expenditures reported under subparagraph (ii).

**Administration Staff Titles that support WTMC:**

**Provost**

**Assistant to Provost**

**Chief Financial Officer**

**General Counsel**

**Executive Director of Finance, Purchasing, and Accounting**

**Vice President of Student Services**

**Accounts Receivable Technician**

**Cash Management Technician**

(iv) The amount of funds reported under subparagraph (i) that were spent on contractual services to meet the functions of an authorizing body.

**Answer: \$0**

(v) The amount of funds reported under subparagraph (i) that were spent on other overhead costs to meet the functions of an authorizing body.

**Answer: \$242,150.27.**

(vi) The amount of funds reported under subparagraph (i) that were transferred to another operating unit within the community college or federally recognized tribal college.

**Answer: \$0**

(vii) The amount of funds reported under subparagraph (i) that were spent on activities other than functioning as an authorizing body, including a list of those activities and the amount associated with each activity.

**Answer: \$0**

(n) An executive summary section that provides relevant summary data for reporting requirements under subdivisions (a) to (m).

**Answer:**

**Washtenaw Community College (WCC) authorizes one school, Washtenaw Technical Middle College (WTMC). WTMC has been authorized since 1997, is located on the WCC campus, and enrolls approximately 800 students in grades 9-13 annually.**

**As an early middle college, WTMC students are enrolled for up to 5 years of high school and are required to complete a college certificate and/or associate degree along with their high school diploma. Over 85% of WTMC students graduate with an associate degree. WTMC has a 5-year graduation rate of 93.1%.**

**The Washtenaw Community College Board of Trustees approves all WTMC Board of Director appointments. The College Board also assigns a WCC Board of Trustee member as a liaison to the WTMC Board of Directors who attends all WTMC Board of Directors meetings.**

**The College receives \$242,150 in authorizer fees which is 3% of WTMC's base foundation allowance. The College does not receive fees for any additional funds, i.e., special education allotments, received by WTMC. The College does not use the \$242,150 received in authorizer fees to fund any positions. The fees are used by the College to fund oversight of WTMC; oversight is provided by several staff, including Provost, General Counsel, and CFO.**