

**MINUTES OF THE
 ACADEMIC AND CAREER EDUCATION ACADEMY
 BOARD OF DIRECTORS**
*Regular Meeting With Budget Workshop
 May 21, 2015*

I. CALLED TO ORDER AT: 4:06 p.m.

Board of Directors		Administration	
John Congleton, Vice President	P	Lyn Knapp, CAO	P
Denise Derr, Secretary/Treasurer	A	Michelle Zielinski, Principal	P
David Koch, President	P		
Ellie Morse, Trustee	P		
Becky Neher, Trustee	P		
		Rose Whaley, Recording Secretary	P

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS

A. None.

IV. BUSINESS OF THE BOARD

A. Oath of Office for term renewal for Dave Koch.

1. John Congleton administered the Oath of Office to Dave for his term renewal.

a. Michelle offered thanks to Dave on behalf of ACEA staff and students to Dave for renewing his term. His work on the Board is appreciated.

V. CONSENT AGENDA

A. Moved by Morse, supported by Congleton, that the ACEA Board of Directors approve the following consent agenda as Corrected for the May 21, 2015 Regular Meeting.

	AYE	NAY		AYE	NAY
Congleton	X		Koch	X	
Derr			Morse	X	
			Neher	X	

Motion carried 4 – 0

- 1. Minutes** **Attachment 1**
April 16, 2015 Regular Board Meeting Minutes to be approved as prepared and corrected.
Section B. Administration 1. / b. 3) i. 26.5 Average Composite
The word "ACT" will be added to identify that this is for ACT testing.
Section B Administration 2./ d. (the word "discussed" was misspelled and will be corrected.

- 2. Treasurer's Report** **Attachment 2**
a. The financial report as presented and the bills approved in the following amounts:

Purchases Recorded	
Requiring Board Approval (April)	\$175,294.18
Total Items for Approval	<u>\$175,294.18</u>

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic – Open Month
2. Discipline Committee.
 - a. Michelle reported that there is nothing new – have not met.
3. The second reading of the NCSI Board Policy Updates – Spring 2013 was tabled to June 2015.
4. The first reading of the NCSI Board Policy Updates-Fall 2014 was held.
 - a. Discussion regarding online courses.
 - 1) Michelle will get clarification from Peggy.
 - 2) Dave noted that often interpretation of law allows for slight revisions as necessary.
5. The first reading of the NCSI Board Policy Updates-Spring 2014 was held.
6. New Board Member Candidate-Marisa Boulton.
 - a. Michelle reported that Marisa is a person who cares about kids, is familiar with what we do. She is resourceful.

- b. Dave talked with her and has been updated on her resume.
- 7. The ACEA/MCESA contract was presented as it was sent to the Board earlier.
 - a. Changes to the contract were noted in an email from April O'keefe.
- 8. The Best Practice Resolution was presented and discussed.

B. Administration

- 1. Staff and Student Activities
 - a. With a full agenda tonight, Michelle did not share specifics on activities.
- 2. Administrative Activities
 - a. Monthly Cash Flow
 - 1) The cash flow through April was discussed.
 - b. Budget Analysis Through April 2015
 - 1) The budget analysis was presented through April.
 - 2) Revenue and expenses are in line for this time of year.
 - c. Budget Workshop 2015-16
 - 1) Rose advised that the budget is built conservatively.
 - i. Building operations were built with a 2% increase.
 - ii. Lyn, Michelle, Greg and Jan (HR) met to discuss personnel.
 - iii. The ACEA counselor is retiring and we would like to take that position from part-time (about .4 fte) to full-time.
 - iv. The administrative work that Dan has been doing to help with discipline has been built in for next year as a ½ time position with higher pay.
 - v. 5% was added to the addenda to cover insurance increases as well as a 1 ½% wage increase.

VII. ACTION ITEMS

10-1 The NCSI Board Policy Updates-Spring 2013 were tabled to June 2015.

10-2 Moved by Congleton, supported by Neher, that the ACEA Board of Directors accept the first read of the NCSI Board Policy Updates-fall 2014 as presented.

Motion carried 4 – 0

10-3 Moved by Koch, supported by Congleton, that the ACEA Board of Directors accept the first read of the NCSI Board Policy Updates-spring 2014 as presented.

Motion carried 4 – 0

Academic and Career Education Academy
Board Minutes May 21, 2015

10-4 Moved by Congleton, supported by Neher, that the ACEA Board of Directors recommend Marisa Boulton to the Midland County Board of Directors for a three-year term (July 1, 2015 – June 30, 2018) on the ACEA Board of Directors.

	AYE	NAY		AYE	NAY
Congleton	X		Koch	X	
Derr			Morse	X	
			Neher	X	

Motion carried 4 – 0

10-5 Moved by Morse, supported by Koch, that the ACEA Board of Directors approve the MCESA / ACEA Contract and Oversight Agreement for 2015-16 as presented.

	AYE	NAY		AYE	NAY
Congleton	X		Koch	X	
Derr			Morse	X	
			Neher	X	

Motion carried 4 – 0

10-6 Moved by Neher, supported by Congleton, that the ACEA Board of Directors approve the 2014-15 Best Practices Incentive Resolution as presented.

	AYE	NAY		AYE	NAY
Congleton	X		Koch	X	
Derr			Morse	X	
			Neher	X	

Motion carried 4 – 0

VIII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 5:30 p.m.

X Denise Derr
Denise Derr
Secretary/Treasurer

6/18/15
Date