

**MINUTES OF THE
 ACADEMIC AND CAREER EDUCATION ACADEMY
 BOARD OF DIRECTORS**
*Regular Meeting
 February 18, 2016*

I. CALLED TO ORDER AT: 4:05 p.m.

		Administration	
Marisa Boulton, Trustee	P	Lyn Knapp, CAO	P
Denise Derr, Secretary/Treasurer	P	Michelle Zielinski, Principal	P
David Koch, President	P		
Ellie Morse, Trustee	P	Rose Whaley, Recording Secretary	P

Visitors Present: Terri Cardon-Weiss

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. None

V. CONSENT AGENDA

A. Moved by Derr, supported by Morse, that the ACEA Board of Directors approve the following consent agenda as presented for the February 18, 2016 Regular Meeting.

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Derr	X		Morse	X	

Motion carried 4 – 0

1. Minutes

Attachment 1

January 21, 2016 Regular Board Meeting Minutes to be approved as prepared and presented.

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 (January)	\$113,139.68
Total Items for Approval	<u>\$113,139.68</u>

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic – Staff Evaluation
 - a. Michelle explained that the Charlotte Danielson framework is used. Michelle developed the tool so that it works for her and the teachers.
 - b. There are four domains.
 - i. Classroom Environment
 - ii. Instruction
 - iii. Professional Responsibilities
 - iv. Planning and Preparation
 - c. Additionally, Student Growth and School Improvement activities are included along with Great Expectations Implementation.
2. NCSI Board Policy Updates-Fall 2015 – the first read was tabled until next month.
3. Terri Cardon-Weiss was introduced as potential ACEA Board member. Her resume was distributed. The Board and Administrators introduced themselves to Terri as well.
4. The Board discussed and recommends the term renewal for Ellie Morse .
5. There was no Discipline Committee Report.
6. Dave voiced that the Board needs to replace the Vice-President.
 - a. Discussion was heard.

B. Administration

1. Staff and Student Activities
 - a. Michelle updated the Board as to the February count.
 - 1) 85 fte was budgeted.
 - 2) Michelle feels that the fte will be 90 or more.
 - b. Last week students visited the Sanford Senior Center.
 - 1) They will be going again in March.
 - 2) They help serve lunch and interact with seniors.
 - c. The SAT test will be given in April.

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- 1) This is a change from the ACT test and is a new process for staff to learn.
- 2) Also this year, 9th and 10th graders are required to take the PSAT.
- d. Staff Updates:
 - 1) The new math teacher hired earlier in the year is leaving.
 - 2) We have added a math tutor.
 - 3) Students are doing a fundraiser – selling Tri-County savings cards.
- e. Michelle is requesting 2 Board members to sit on a committee to move ACEA’s advertising / imaging forward.
 - 1) We are in our 10th year and this is a good time to showcase what we are about.
 - 2) Dave and Ellie volunteered.

2. Administrative Activities

- a. The budget summary through January 2016 was discussed.
- b. Michelle and Rose discussed the decision to wait until count numbers are known to move forward with a budget revision in order to ensure accuracy of the revision.

VII. ACTION ITEMS

8-1 Moved by Koch, supported by Boulton, that the ACEA Board of Directors recommend to the MCESA Board of Directors that the term of office for Ellie Morse is renewed for three years (July 1, 2016 – June 30, 2019).

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Derr	X		Morse	X	

Motion carried 4 – 0

8-2 Moved by Derr, supported by Koch, that the ACEA Board of Directors recommend Terri Cardon-Weiss to the MCESA Board of Directors as a member of the ACEA Board of Directors for the remainder of the term vacated by John Congleton (beginning March 16, 2016 – June 30, 2017).

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Derr	X		Morse	X	

Motion carried 4 – 0

2-3 The Board entertained nominations for the office of Vice-President.

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Koch nominated Morse.

No other nominations were heard.

Nominations were closed.

Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the 2015-16 Board office of Vice-President as presented.

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Derr	X		Morse	X	

Motion carried 4 – 0

VIII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 5:23 p.m.

The next meeting date is Wednesday, March 16, 2016 at 4:00 p.m.

X Denise Derr
Denise Derr
Secretary/Treasurer

3/16/16
Date