

**MINUTES OF THE
 ACADEMIC AND CAREER EDUCATION ACADEMY
 BOARD OF DIRECTORS**
*Regular Meeting
 December 15, 2016*

I. CALLED TO ORDER AT: 3:50 p.m.

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

Visitors Present: None

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 Cardon-Weiss, supported by Boulton, that the ACEA Board of Directors approve the following consent agenda as presented for the December 15, 2016 Regular Meeting.

	A YE	NAY		A YE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse		
Derr					

Motion carried 3 – 0

- 1. Minutes** **Attachment 1**
November 17, 2016 Regular Board Meeting Minutes to be approved as prepared and presented.

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

Requiring Board Approval (November) \$79,424.98

Total Items for Approval \$79,424.98

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic – (Marketing Update).
 - a. Michelle worked with Ellie and Katie Lyon on the rack cards.
 - b. We also have pens and other hand-outs with ACEA's name on them.
 - c. Michelle and Dana are part of the the Midland County College Access Network and Michelle attempts to speak/present when possible.
 - d. We have Section 25 funds (7 pending gains and 2 more starting) which could allow an increase in the advertising line in the budget.
 - e. Second semester, we will start contacting kids when we get back.
 - f. Michelle is still interested in advertising on a County Connection bus (doing a "wrap") and needs to make that contact.
2. The NCSI Board Policy Updates – Spring 2016 First Read was tabled.
3. Discipline Committee Report
 - a. The committee met with a student.
 - b. The student has started half days.

B. Administration

1. Staff and Student Activities
 - a. Delta College is offering a course to be taught at ETC.
 - 1) ABS 101 (College Success)
 - 2) We will pay the tuition cost for ACEA students.

- 3) We have 7 students currently / Delta needs 13 students in order for the class to run.
 - 4) Information was sent to area high schools.
 - 5) The class would be every Wednesday for 2 hours.
- b. We are a drop off location for the Diaper Alliance.
- 1) 11 ACEA students went to help sort 65,000 diapers.
- c. Holiday baskets will be given to students again this year.
- d. Girls are playing volleyball and doing very well.
- e. Nest time continues and is working very well (test prep, etc.).

C. Administrative Activities

- a. The financials through November 2016 were reviewed, including budget summary and balance sheet.
- b. Discussion was heard regarding potential budget revisions.
 - 1) Revenue vs expenditures are looking good in the revised budget.
 - 2) We are not looking at using fund equity in this fiscal year.
 - 3) Section 25 will help revenue.
 - 4) Fall count came in slightly over projected.
 - 5) Title budgets are still being revised and we will wait on a budget revision until these budgets are final.

VII. ACTION ITEMS

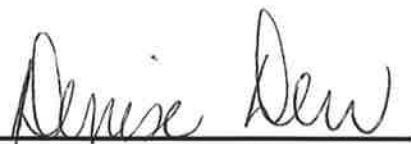
6-1 Moved by Boulton, supported by Cardon-Weiss, that the ACEA Board of Directors table the first read of the NCSI Board Policy Updates - Spring 2016 .

Motion carried 3 – 0

VIII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 5:00 p.m.

The next meeting date: Thursday, January 19, 2017 at 3:45 p.m.

X 
Denise Derr
Secretary/Treasurer


Date