

MINUTES OF THE  
ACADEMIC AND CAREER EDUCATION ACADEMY  
BOARD OF DIRECTORS  
*Regular Meeting*  
*November 17, 2016*

**I. CALLED TO ORDER AT: 3:34 p.m.**

				Administration	
Marisa Boulton, Trustee	P	Lyn Knapp, CAO			P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal			P
Denise Derr, Secretary/Treasurer	P				
David Koch, President	P				
Ellie Morse, Vice-President	P	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. Discussion of time for meetings.

1. The decision was made to change the time of the meetings to 3:45 for the remainder of the 2015-16 year (including the scheduled July Organizational Meeting).

**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 November 17, 2016 Regular Meeting.

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	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

1. **Minutes** **Attachment 1**  
 October 20, 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 (October)	\$85,858.15
 Total Items for Approval	 <u>\$85,858.15</u>

**VI. DISCUSSION, REPORTS, PRESENTATIONS**

A. Board of Directors

1. Monthly ESP Topic – (Accountability).
  - a. Michelle presented that the information is not yet released to the public.
  - b. Michelle gave an overview of the scorecard.
  - c. We remain “orange”.
  - d. In 2015-15, we had 57.14% total points.
  - e. The TSDL evaluation increased to 99.51.
  - f. The Graduation Rate remains an issue for multiple reasons which were discussed.
  
2. Rose explained the Conflict of Interest forms that were distributed along with the policy. We are required to have these on file each year for Board members and officers.
  
3. The NCSI Board Policy Updates – Spring 2016 First Read was tabled.
  
4. Discipline Committee Report – None.
  
5. Discussion was heard regarding student age / maturity levels.

**B. Administration**

1. Staff and Student Activities
  - a. The Thanksgiving luncheon – building wide was held today.
  - b. Count was submitted / certified at 103.85 (budgeted at 96).
    - 1) Additionally five students have been enrolled under section 25.
  - c. Discussion was heard regarding potential increases for ACEA staff-this is something Michelle wants to look at.
  - d. Rose indicated that a budget revision will be necessary in December or January.
2. The second read of the School Improvement Plan was held.
3. Michelle made the Board aware of continuous monitoring under the CIMS program regarding Corrective Action Plans. Last year we were cited for untimely IEPs. This year the State changed the way that goals are written/aligned. The ESA has worked with ACEA, and Michelle has been able to submit new transition plan amendments already.

**C. Administrative Activities**

- a. The financials through October 2016 were reviewed, including budget summary and balance sheet.
- b. Discussion was heard regarding ACEA newsletter / website.
  - 1) Lyn suggested using County Connection's "wrap" on one of their busses as advertising.
  - 2) Ellie wondered about a student presenting at Wake Up Midland or Rotary ?
  - 3) Michelle has considered a student testimonial video.

**VII. ACTION ITEMS**

5-1 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the School Improvement Plan as presented..

Motion carried 5 – 0

5-2 Moved by Morse, supported by Boulton, that the ACEA Board of Directors table the first read of the NCSI Board Policy Updates - Spring 2016 .


Motion carried 5 – 0

**VIII. ADJOURNMENT**

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The ACEA Board of Directors meeting adjourned at 5:05 p.m.

The next meeting date: Thursday, December 15, 2016 at 3:45 p.m.

X 

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Denise Derr  
Secretary/Treasurer



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Date