

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
June 22, 2017*

I. CALLED TO ORDER AT: 4:16 p.m. Following the Budget Hearing

		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. None

V. CONSENT AGENDA

A. Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the following consent agenda as presented for the June 22, 2017 Regular Meeting.

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

Motion carried 5 – 0

1. **Minutes** **Attachment 1**
May 11, 2017 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 (~~March~~^{May}) \$79,996.59

Total Items for Approval \$79,996.59

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Oath of Office / Derr and Cardon-Weiss (Term Renewals)
 - a. Dave Koch administered the Oath of Office for Derr and Cardon-Weiss.
 - b. The Board and Administration thanked them both for their continued service to ACEA.

2. Monthly ESP Topic – Marketing
 - a. Michelle reported that ACEA will again be present at the Midland County Fair, but will be changing locations (in the Merchant Building).
 - 1) Discussion was held as to having a give-away that people have to sign up for so they have to stop at our booth to sign up.
 - b. We did a fair ad and will do the Spectrum ad again.
 - c. Michelle and Jan met with the person to do a bus ad on a County Connection bus.
 - d. We have the rack cards.

3. The NCSI Board Policy Updates – fall 2016 first read was held.
 - a. Policy 0100. Definitions need to include “principal”.
 - 1) Michelle will connect with Peggy.

4. NCSI Board Policy Update – Procurement – Federal Grants/Funds (6325) – second read was held.

5. Discipline Committee Report
 - 1) None.

B. Administration

1. Staff and Student Activities
 - a. Michelle reported that:
 - 1) Graduation was a success with 18 students graduating.
 - 2) The results of the pupil audit were received with no findings noted (good).
 - 3) A special ed file audit was held yesterday and that went well.
 - 4) Michelle is finishing the School Improvement Plan, the SID, the REP and other year-end reports that are due.
 - 5) Ten or twelve people have interviewed for next year (potential students)
2. ACEA 2017 -18 Calendar
 - a. 180 days are required (1,098 hours).
 - b. Michelle made some modifications to the calendar after looking at Windover's calendar and considering the shared transportation.
 - c. Michelle talks with the teachers when considering the calendar and PD time, etc.

C. Administrative Activities

- a. The financials through May 2017 were reviewed.
- b. Lease Agreement
 - 1) The lease agreement between ACEA and Education and Training Connection was given a second read.
- c. The addenda reconciliation for 2016-17 was reviewed.
 - 1) This brings the addenda in line with the actual expenses for the addenda that are considered "personnel" not "service" addenda.
- d. The 2017-18 addenda (12-month) were reviewed.
- e. The contract with MCEA for 2017-18 was reviewed.

VII. ACTION ITEMS

12-1 Moved by Derr, supported by Boulton, that the ACEA Board of Directors approve the first read of the NCSI Board Policy Updates - fall 2016.

Motion carried 5 – 0

12-2 Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the NCSI Board Policy Updates – Procurement Policy Federal Grants/Funds (6325) as presented.

Motion carried 5 – 0

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12-3 Moved by Cardon-Weiss, supported by Morse, that the ACEA Board of Directors approve the lease agreement with Education and Training Connection for 2017-18 as presented.

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

Motion carried 5 – 0

12-4 Moved by Koch, supported by Boulton, that the ACEA Board of Directors approve the ACEA 2017 -18 Calendar as presented.

Motion carried 5 – 0

12-5 Moved by Cardon-Weiss, supported by Koch, that the ACEA Board of Directors approve the Addenda Reconciliation for 2016-17 as presented.

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

Motion carried 5 – 0

12 - 6 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the attached 12-month addenda (listed below) with Education and Training Connection (the ESP) for services to ACEA for the 2017-18 school year.

Addendum I	Administrative	\$ 101,656.00
Addendum II	Business Manager	\$ 29,280.00
Addendum IV	Parapro Svc	\$ 31,428.00
Addendum V	Clerical	\$ 39,830.00
Addendum VI	Custodial	\$ 42,000.00
Addendum VII	HR	\$ 13,000.00
Addendum VIII	Accounting Svc.	\$ 9,000.00
Addendum XII	Tech Support	\$ 9,000.00

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

Motion carried 5 – 0

12-7 Moved by Boulton, supported by Derr, that the ACEA Board of Directors approve the Contract with MCESA for 2017-18 as presented.

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

Motion carried 5 – 0

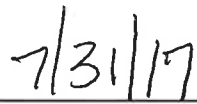
VIII. ADJOURNMENT

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

The next meeting date: Monday, July 31, 2017 at 3:45 p.m. and is the Organizational Meeting for 2017-18. Board Members are asked to bring their calendars for planning.

X 

Denise Derr
Secretary/Treasurer



Date