

ASHLAND COUNTY
ACCA
COMMUNITY ACADEMY
ACCA Governing Board

January 15, 2020

5:30 p.m.

Regular Board Meeting Minutes

The Regular Board Meeting was called to order by Tom Gaus, Board President
at 5:35 p.m.

1. Roll Call

Roll was taken by Nichole Helenthal:

Present: Tom Gaus, Matt Miller, Rita McElfresh, Kevin Lacey

2. Recognition of Visitors: Shannon Lusk, Nichole Helenthal, James Hudson, Lori Wood (via phone conference), Audrey Sikula (community member)

3. Approval of the Minutes from the November 20, 2019 Regular Board Meeting:

Gaus moved for a motion to approve the minutes, Lacey motioned, and McElfresh seconded the motion. All were in favor of approving the minutes.

4. Business of the Treasurer

Monthly Financial Reports - November and December financials were reported to the Board by Jim Hudson, Treasurer. Hudson felt with the budget cuts and use of grants that the outlook for next year looks good as long as enrollment is maintained.

Hudson asked that the board approve the monthly financial reports for November and December 2019. Gaus moved for a motion, Miller motioned to approve the financials presented by Hudson, and McElfresh seconded the motion. All were in favor of approving the November and December financials for 2019.

5. Business of the Director

Shannon Lusk, Executive Director, asked the Board to approve policies 3521 Assessing Student Progress and 1757 Duties and Responsibilities Related to Federal Grants. Gaus moved for a motion, Lacey motioned to approve said policies, and McElfresh seconded that motion.

Lusk also asked that the revised ACCA 2019-2020 Testing Calendar be approved, moving testing days from March into April, Move the OGT into March, and list the ACT for February 25, 2020. Gaus moved for a motion, Lacey motioned to approved revised testing calendar for 2019-2020 School Year. All were in favor of approving the revised 2019-2020 Testing Calendar.

Shannon Lusk and Nichole Helenthal gave the Director's/Asst. Director's Report to the Board. Lusk reported that current enrollment was at 108 students, it was noted that this has been the highest enrollment in years, and more applications are coming in. No Suspensions or Expulsions were reported at the time for December 2019, or prior to January 15, 2020. Mrs. Berry pulled four random students for verification of residency and all students had the required paperwork.

Lusk updated the Board about the School Resource Officer, Deputy Joe Coffey. Deputy Coffey has built rapport with students, provided drug/tobacco prevention to students, patrolled the school speed zone, assisted Administration and Liaisons with behavior and social-emotional support, and has done a wonderful job so far.

Gaus had requested an update on the equipment that previous ACCA Administrator, Allen Wilson, allowed the Transformation Network to store in the building that now houses the Welding Program. Lusk reported that Mr. Burkhart, Dean of Students, took the lead of taking inventory, meeting with the owner of the Transformation Network, and supervising the removal of the equipment that they owned. ACCA and Career Center Equipment were not removed from the building, and Burkhart reported to Lusk that the removal went smoothly.

Gaus moved for a motion to approve the Director's/Asst. Director's Report, Lacey made the motion, and Miller seconded that motion. All were in favor of approving the Director's/Asst. Director's Report.

The discussion items listed by Lusk pertained to Legal Counsel for ACCA, and the current ACCA Lease Agreement. Gaus asked who was responsible for all of the repairs to building and Lusk replied, "according to the current lease ACCA is responsible for all repairs to the building" Lusk stated that it would cost Adam Schira, a community school attorney, \$1,000 retainer to look over the past, Board approved, and revised lease (current lease) for ACCA. There was some question amongst the Board about cost. Lori Wood, Sponsor Rep, explained that as a community school you must have an attorney. She noted that a \$1,000 retainer is rather typical in these matters. ACCA needs to get in place a lease that honors the contract that it holds with the Sponsor (Office of School Sponsorship). Hudson asked if this would cause a conflict of interest with the current attorney that ACCA retains or if we had a contract with the current attorney. Wood stated that it would not and community schools cannot have a contract with an attorney. Wood also stated, we could use the current attorney or Adam Schira (once a letter of engagement has been signed), for any matter necessary. Furthermore, Lusk explained that the Sponsoring entity returned the current lease uploaded to Epicenter (compliance) stating that it cannot approve a lease signed by a Superintendent and a lease that is contracted for 10 years. The Sponsoring entity suggested that ACCA retain a lawyer to look over the lease to see what type of negotiations were possible with the land lords.

McElfresh spoke up and explained that prior to the Board Meeting, she met with Attorney Adam Schira from Dickinson-Wright, Helenthal, and Lusk, for a consultation. McElfresh stated that he was personable and a former teacher. McElfresh acknowledged that the costs need to be low, however, a review of the lease needs to be done in order for negotiations to take place. Lusk handed out reading materials given to her by Adam Schira to each Board Member so that they could review his credentials. Adam Schira explained that a Board Designee would need to sign a "Letter of Engagement" in order for him to look at the lease or engage in any general consensus. Lacey, the Board Vice-President, said that he would be the designee, and sign the letter. However, he wanted to call the landlords and let them know that we are having an attorney look over the current lease. Gaus moved for a motion to approve the \$1,000 retainer for legal counsel, Adam Schira, to look over the current ACCA lease, Lacey made the motion, and Miller seconded that motion. All were in favor of approving the \$1,000 retainer.

Lusk noted that every time the current attorney updates ACCA on a policy costs the school about \$250-\$300 per policy. Wood noted that some policies that our attorney sends to us are not needed, that the Office of School Sponsorship will guide us on policies to remain compliant, if needed. So, we could pass a resolution to no longer have the current attorney send us policy updates, unless asked to do so. Lacey suggested we table looking into this until the next Regular Board Meeting. All agreed this would be a good idea.

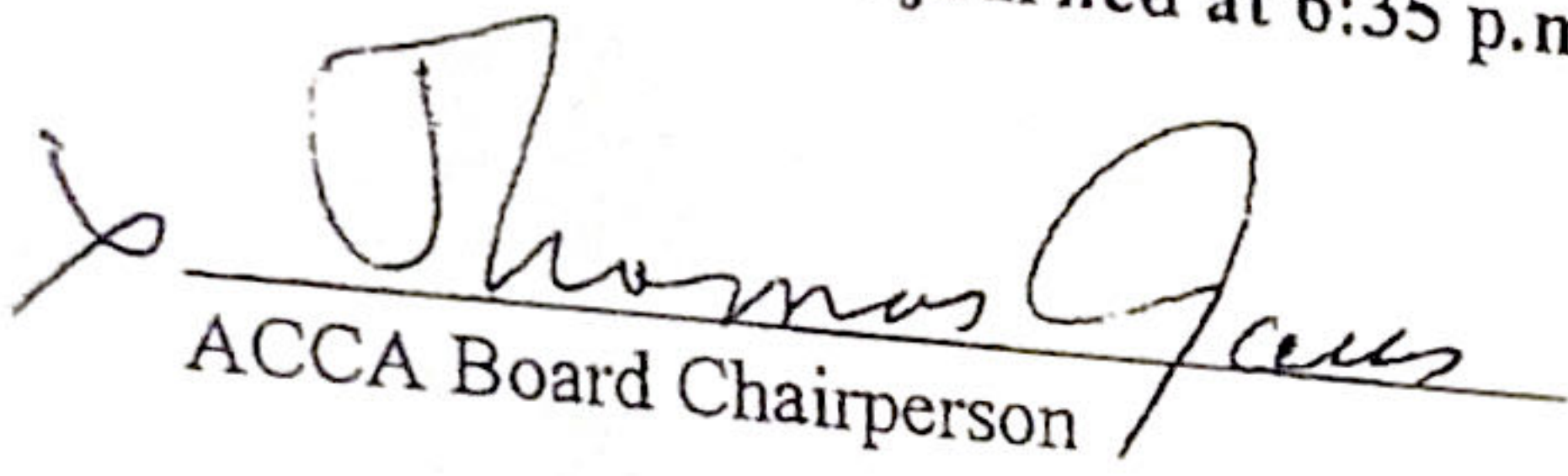
6. Sponsor Update:

Lori Wood, Sponsor Rep, addressed the Board and visitors, via phone. She stated that she sent out her update to Gaus and Lusk. Gaus said that he forwarded that update to the other Board Members and Lusk stated that Board Members still needed to get Sunshine Law Training, if they have not already. Wood also mentioned that at least 75% of the ACCA population has to fall under the DORP designation (16 years- 21 years old, at least one grade level behind, or has suffered emergency preventing from attending regular school program). There will need to be a Regular Education Pathway/Plan and a DORP Pathway, but more will be explained at the Community School Meeting that Helenthal and Lusk will attend January 31, 2020. Lusk stated that she has been working on the ACCA Student Success Plan, which will be reviewed by Wood at this meeting. Also, Lusk noted that she would have ACCA Student Services Coordinator, Cheryl Norris, look into Work Keys testing sites for ACCA students.

Lusk reminded the Board that we needed a 5th member, hopefully Audrey Sikula or Mark Rafeld would be excellent candidates. Also, Lusk added the next Regular Board Meeting would be March 18, 2020 at 5:00 p.m.

Gaus moved for a motion to adjourn the meeting, McElfresh motioned to adjourn, and Miller seconded that motion.

The meeting was adjourned at 6:35 p.m. by Tom Gaus, 2020 Board President.


ACCA Board Chairperson

03/25/2020
Date

ACCA Treasurer

Date