



**ACCA Governing Board
Regular Board Meeting Minutes
January 18, 2023 12:15 pm**

The meeting was called to order by Rita McElfresh at 12:18 pm.

Agenda was changed so that the Business of the Treasurer went after the Business of the Superintendent/Assistant Superintendent.

1. Roll Call Taken by: Helenthal

Present: Rita McElfresh, Audrey Sikula, Matt Miller and Tom Gaus

Not present: Tom Marquette

2. Recognition of Visitors: Shannon Lusk, Nichole Helenthal, Jim Hudson, Lori Wood and Jamie Lormeau

3. Approval of Minutes from the November 16, 2022 Regular Board Meeting with revisions.

McElfresh motioned to approve the minutes. Sikula moved to approve and Miller seconded the motion. All were in favor of approving the revised minutes. Motion carried.

4. Business of the Treasurer

- A. Monthly Financial Reports - Hudson announced that he would need to leave by 12:55 pm due to another meeting he must attend. He explained that the Audit Meeting for tomorrow has been canceled and rescheduled for January 26th. He presented the November and December 2022 Financial Reports. He explained that ACCA earned \$893 in interest for November and \$1,052 for December. Cash balance increased by 1 ½ %. The first food serve reimbursement was received and it totalled about \$3,900. ACCA is right on target for salaries and will be under budget on benefits.

McElfresh asked about getting a stipend for Mrs. Berry for all her hard work on the food service program. There was discussion and board was in support of giving a stipend to Mrs. Berry. Lusk and Helenthal also expressed that she deserved a stipend for all of her hard work so far this year. There was discussion

to set it at \$3,500 and then Miller stated that \$3,750 would be appropriate due to all the extra hours she puts in on this program. The board asked Hudson if we had the funds to do this and he said that we did. He said we could give it to her in two disbursements like the other stipends. She would receive one now and another one at the end of the year. McElfresh motioned to approve the Food Service Stipend for Berry. Sikula moved to approve and Miller seconded the motion. All were in favor of approving the stipend. Motion carried.

B. Consolidated Funding Application Resolution

RESOLVED, that the Board of Directors approves the Consolidated Funding Application as presented and authorizes expenditures substantially in accordance with the application. McElfresh motioned to approve the Consolidated Funding Application Resolution. Miller motioned to approve and Gaus seconded the motion. All were in favor of approving the resolution. Motion carried.

- C. Discussion - Hudson started a discussion about whether we should continue using TCCA or if she should continue switching to NEONET. He explained that TCCSA is through Wayne County and NEONET is through Stark County. He said that we went with NeoNet for our financial services two years ago in April. We pay \$5,200 per year. The ITCs across the State of Ohio are doing the Fiscal Services and Student Services. The Student Services include Progressbook and Dazzle. TJ Houston mentioned to Hudson that we could move all of our software to NeoNet. He said the Erate Internet Hardware has 2 years left on the Intervent. The new 470 stated that any internet provider can bid on it , but they must meet the criteria. He said that Neonet would do the new training Table until March.

5. Business of the Superintendent/Assistant Superintendent

A. District Reports

1. ACCA Semi-Annual Bullying Report (Sept-Dec 2022) - Lusk stated that there has been just one incident from August through December 2022. The incident was investigated and the incident was closed. ACCA always takes these seriously and includes support services (Deputy Hammond and Ms. Brooke Taylor).
2. Remote Learning Plan Review - Lusk presented the current remote learning plan to the board to review. There was discussion and it was decided that no changes would be made to the current remote learning plan should the governor close schools again. McElfresh motioned to

approve the Remote Learning Plan review. Sikula moved to approve and Gaus seconded the motion. All were in favor of approving the Remote Learning Plan Review. Motion carried.

B. Approve of Substitute Teachers and Staffing

1. Continuation of Sarah Toki, ACCA Sub (as needed - in house)

She wants to stay on in any capacity that she is needed. Her daily rate as needed will be the same as a long term sub (\$100 per day). She will come in 2 to 3 days per week in the classroom as an assistant to help with special education students in the various general education classrooms. McElfresh moved to approve the Toki as an in-house sub. Gaus moved to approve and Sikula seconded the motion. All were in favor of approving the in-house sub. Motion carried.

Lusk explained that NC State is willing to pay for one of our staff to help for a period of 4 weeks to get them acquainted with our building and procedures. Kelsey Wade will be the staff member that is going to work with them for the 4 weeks. Jim will bill them and also ask them who is paying the SERS for Wade. McElfresh abstained from voting. Sikula motioned to approve Wade training NC State Staff for 4 weeks. Gaus moved to approve and Miller seconded the motion. All were in favor of approving the training of NC State Staff. Motion carried.

ACCA Administration Report (Superintendent/Asst. Superintendent/Dean)

Lusk discussed that the current enrollment is 80 students. There are currently 25 special education students. There were 2 suspensions in December and 2 suspensions in January (totalling 4), no expulsions and 4 students were emergency removed. There have been 32 students (to date) who have completed RR. Students have been required to complete a vaping and tobacco session with Deputy Hammond if they have violated that policy. Other students completed 1 hour of character education and 1 hour of community service. There have been 12 students (to date) who have served Reflection School (2 hours after school). The students have earned 331 golden tickets earned during the first semester. This means there have been 331 acts of good character, behavior and work ethics among the students. Students will receive additional recognition for the number of Golden Tickets awarded. The verification of residency was completed by Paula Berry. She checked 3 residences and all 3 had the appropriate paperwork in place.

Curriculum/Instruction/Evaluations/RESA - Lusk stated that the end of the grading period 2 is January 19, 2023. Grade cards will be sent out on 1/31/23. "At-risk" letters will be sent out with the grades. Instructional Staff evaluations will be concluded this week (observations/post evaluation meetings/goal setting). Hanna Smith and Marilyn Brown are filming their RESA lessons this week. Their RESA is due February 3, 2023. Mrs. Mast is assisting with RESA. Lusk has been facilitating the RESA. Our SRO Hammond has been conducting DARE classes for 7th and 8th graders and will implement DARE workshops for the high school students.

Attendance - Lusk explained that numerous students have been placed on Attendance Intervention Plans (Mrs. Toms/Mrs. Taylor/Officer Hammond). Mrs. Franklin is working with the students who are 18 years and older on attendance and academic improvement plans. She explained that 2 students have been sent in for truancy.

Drills/EOM - Officer Hammond and Lusk resubmitted Emergency Operations Manual (EOM) after feedback from the ODE in December. There will be a Safety Drill Friday, January 20, 2023.

District Testing - All Fall AIR Tests concluded in December 2022. STARs tests have been scheduled for the second week of February 2023. Mrs. Mast and Mrs. Franklin have been keeping track of students who need to test on different dates. (The first test date must be at least 13 weeks apart from the second test.)

NC State - Lusk has contacted Rachel regarding the night staff at ACCA for NC State. Ms. Wade will provide training and orientation for the NC State staff. NC State classes begin on January 18, 2023 with 9 students from 5 pm to 8 pm every Monday and Wednesday. Lusk commented to Richland Source about the partnership and ACCA's involvement last Tuesday.

Training - Lusk completed Leadership Training with Will Parker on 1/11/23 on the topic of accountability. Lusk has met with Mentor Lormeau numerous times in December and on 1/13/23 working on the Improvement Plan.

Repairs - Lusk explained that the banister in the stairwell attached to the wall needs to be repaired as it is detaching. The other banister needs to be tightened. The board stated that she should call the landlord and ask how to handle it.

Important Dates - NC State Classes Begin 1/18/23, Parent/Teacher Conferences 2/16/23 and No School on President's Day 2/20/23.

Special Education - Gaus needed to leave the meeting at this time. Helenthal explained that our Special Education Profile was made available on January 5th. She explained the following indicators that we did not meet on our profile.

Indicator 2 -Percentage of Students with Disabilities that dropped out of school.

This is a new category from ODE. I will be submitting a data verification reporting form by 2/10 to see if we meet the indicator.

It is figured by the number of students with disabilities who graduate with a regular high school diploma divided by the number of students with disabilities who exited high school as a dropout.

If it is found that we do not meet this indicator, then we will need to complete the self-review summary report by 3/31 and work with the State Support Team 7 for an Improvement Plan for this indicator by 3/31 as well. The evidence of activities completed would be due 9/29.

Indicator 14 – Post-School Outcomes

This has previously been completed through the Ohio Longitudinal Transition Study (OLTS). All the Indicator 14 requirements will now be fulfilled through the EMIS data collection, so exits surveys or other survey submissions to the OLTS study are no longer required.

We will be required to submit data for exiting students with IEPs as outlined in section 2.23 of the Student Record as detailed in the EMIS manual. I'll be working with Mrs. Berry (our EMIS coordinator) regarding the new "Exiting Student Follow-Up Record" to fulfill this requirement.

Indicator 8 – Special Education Family Survey

This is another new indicator for ODE. We are going to be required to participate in the special education family survey during the spring of 2023. We will receive additional information and survey materials in advance from the Center on Education and Training for Employment and Ohio's Statewide Family Engagement Center at The Ohio State University (OSU) no later than April 1st, 2023.

Indicator 9 & 10 - Disproportionality: Identification for Special Education

ODE stated that we did not meet this category because we have too many students with disabilities identified in the (SLD) Specific Learning Disabilities category. This is through no fault of our own as our students already come identified in a particular category.

We will not have a records review with ODE as they stated that we showed systematic improvement. We just need to complete the summary review and update the improvement that started last year. I'll be working on that with State Support Team 7 again.

ETRs/IEPs - We have an influx of IEPs and ETRs coming up in the next few months.

Helenthal mentioned another quick note regarding the Community Grant we received from the Ashland County Community Foundation. They were very impressed with our school. They gave us \$15,000 to put towards the new Surveillance System and Servers that we need to purchase. The check came yesterday and Paula Berry already deposited it in the bank.

She explained that TJ is in the process of getting three quotes regarding surveillance equipment. Helenthal just confirmed with TJ Houston yesterday that they are coming in afterschool the first or second week of December to do a walk through again and give us an updated quote for what we need. The surveillance system and servers purchased will be able to be upgraded so that they are not out of date in a couple of years. We are also going to work on getting a system in place for replacing technology. This way we are constantly aware of when we need to replace various technology items

The board asked if a survey could be given to the Family Night participants to determine what they liked and/or suggestions they had for any future Family Nights. Helenthal said that she would be glad to do that and would have one ready for the Family Night participants.

Grants - The students will go to Masterminds in downtown Ashland on January 26th. Helenthal stated that she met with Mrs. Nalley and Mrs. Brown about increasing attendance, activities and upcoming events. Helenthal stated that she has been in contact with ODE about writing the new 21st Century grant. She also mentioned that she has access to Grants.gov which will enable her to look for and apply for other grants (time

permitting). She mentioned that she will have additional information about the Safety Grant at the next board meeting.

McElfresh motioned to approve the Business of the Superintendent/Asst. Superintendent Report. Miller moved to approve and Sikula seconded the motion. All were in favor of approving the report. Motion carried.

Discussion Items

1. Legal Counsel - Lusk asked the school board if we have the same legal counsel as she has not been receiving any response when she contacted him. She noted the no response in compliance.
2. Potential Crosswalk - The board stated that this will be tabled until March. They stated that Tom Marquette will do a report for the board in March.

McElfresh mentioned that Dr. Walters talked to her and stated that he has an interest in being on the ACCA school board. The board expressed interest in adding a couple of new board members. The board discussed that this will be tabled at this time and discussed at a later date.

McElfresh motioned to approve the Administration Report. Miller moved the motion and Sikula seconded the motion. All approved the administration report. Motion carried.

6. Sponsor Update

Wood explained that the Special Education Audits will be in the beginning of February. School Choice Month is coming up and she said to feel free to send write-ups or pictures of ACCA. Wood said that a lot of legislation is changing and ODE is going to change to DEW (Department of Education and Workforce). She also stated that Post-High School surveys will need to be completed. Dyslexia training must be completed by all intervention specialists during the next school year.

7. Executive Session

The board went into executive session for the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official.

Helenthal took roll call for the Executive Session: Rita McElfresh, Matt Miller and Audrey Sikula were present.

McElfresh moved to go to Executive Session. Miller moved the motion and Sikula seconded the motion. All were in favor of going into Executive Session. Motion carried. The Executive Session started at 1:51 pm.

McElfresh moved to leave the Executive Session. Miller moved the motion and Sikula seconded the motion. All were in favor of leaving the Executive Session. Motion carried. The Executive Session ended at 2:14 pm. No Action was taken.

McElfresh moved to adjourn the meeting. Miller moved the motion and Sikula seconded the motion. All were in favor of adjourning the meeting. Motion Carried. Meeting adjourned at 2:14 pm.

Rita A. McElfresh
Board Chair

3/6/23
Date

JH
Treasurer

03/09/2023
Date