



**ACCA Governing Board
Regular Board Meeting Minutes
April 20, 2022 12:00 pm**

The meeting was called to order by Kevin Lacey at 12:00 pm.

1. Roll Call Taken by: Helenthal

Present: Kevin Lacey, Tom Gaus, Audrey Sikula and Rita McElfresh

Not Present: Matt Miller

- 2. Recognition of Visitors:** Shannon Lusk, Nichole Helenthal, Jim Hudson, Paula Berry, Lori Wood, Amy Nalley, Marilynn Brown, Ryan Shepherd, Joe Moss, Hannah Mast, Hanna Smith and Mindy Wymer.
- 3. Approval of minutes from March 16, 2022 Regular Board Meeting.** Lacey motioned to approve the minutes. Gaus moved to approve and Sikula seconded the motion. All were in favor of approving the minutes. Motion carried.
- 4. Recognition of Awards -** Lusk recognized Amy Nalley with the "ACCA Above and Beyond Award" for March 2022. She explained that Nalley has done a tremendous job with the Credentialing Program and also serves as the Program Manager for the 21st Century Program. She recognized Brown as "ACCA Staff Member of the Month" for March 2022. She explained that Brown is our Science teacher and also the Teacher Leader. She is the Tutoring Coordinator for the 21st Century Program. Lusk exclaimed that Brown does a terrific job and has helped expand the tutoring program. Smith and Moss were also recognized by the Board for the prior awards.

Lusk asked that three policies be added to the agenda. (Ethics & Conflict of Interest Resolution, Non-Discrimination Policy Resolution and Child Find Responsibilities Resolution). Lacey motioned to approve the addition of the policies to the agenda. McElfresh moved to approve and Gaus seconded the motion. All were in favor of approving the additions to the agenda. Motion carried.

- 5. Business of the Treasurer -** Hudson presented the March 2022 Financial Reports for approval. He explained that he will present the 5 year forecast next month. He doesn't expect any surprises. All were in favor of approving the January and March financial reports. Motion carried. He mentioned that the year end is coming up. The interest for our account doubled for a total of \$68.00. Our cash balance is 47% higher than last year. ACCA has made huge financial improvements and that will continue as long as enrollment stays between 85 and 90 students. We are under budget for insurance. The utilities are up due to gas. Our supplies and materials are

less this year since we have been able to divert several of those expenses to grants. Lacey motioned to approve the March 2022 Financial Reports. Sikula moved to approve and McElfresh seconded the motion. All were in favor of approving the March 2022 Financial Reports. Motion carried.

6. **Business of the Superintendent/Assistant Superintendent** - Lusk presented the following personnel recommendations for the 2022-2023 school year.
 1. Certificated- 3 Year Contracts
 - a. Shannon Lusk, Superintendent (M30/20yrs) (FT- 225 days) \$73,150.00
 - b. Nichole Helenthal, Assistant Superintendent (M30/14yrs) (FT-200 days) \$66,357.50
 2. Certificated- 2 Year Contracts
 - a. Hannah Mast, Dean of Students/ELA Instructor (B/4yrs) (FT-195 days) \$33,056.25
 - b. Hanna Smith, Social Studies Instructor (B/2yrs) (FT-184 days) \$32,287.50
 - c. Marilynn Brown, Science and Math Instructor (M/3yrs) (FT- 184 days) \$36,112.50
 - d. Joe Moss, Intervention Specialist (B/6yrs) (FT-190 days) \$40,487.50
 3. Certificated- 1 Year Contracts
 - a. Mindy Wymer, Intervention Specialist/CBI Instructor (M/10yrs) (FT-190 days) \$46,125.00
 4. Non-Certificated- 3 Year Contracts
 - a. Paula Berry, Student Services Director/District EMIS Coordinator (FT-250 days) \$41,400.00
 5. Non-Certificated- 2 Year Contracts
 - a. Amy Nalley, Credentialing Coordinator (FT-184 days) \$21,217.50
 6. Non-Certificated- 1 Year Contracts
 - a. Susan Miller, Attendance Specialist/Administrative Assistant (FT-204 days) \$29,497.50
 - b. Ryan Shepherd, Educational Aide/Lab Monitor (FT-184 days) \$18,039.00
 - c. Kelsey Wade, Literacy Coach (FT-184 days) \$22,648.35
 - d. Susan Franklin, Student Success and Guidance Specialist (PT-155 days) \$27,650
 7. Treasurer/Payroll and Accounts Payable Contracts
 - a. Jim Hudson, Treasurer \$7,995.00
 - b. Kristin Horst \$6519.00
 - c. Kristy Downs \$26.89 per hour
 8. Grant/General Fund Stipends
 - a. Hannah Mast, Student Leadership/Dean of Students \$5,000
 - b. Mindy Wymer, CBI Instructor/RESA Mentor \$5,000 (General Fund)
 - c. Amy Nalley, Student Success Coach \$7,000
 - d. Amy Nalley, 21st Century Grant Program Manger \$5,000 (21st Century Grant)

Lacey motioned to approve the Personnel Recommendations for the 2022-2023 school year. McElfresh moved to approve and Gaus seconded the motion. All were in favor of the Personnel Recommendations. Motion carried.

Lusk explained that the School Calendar needs to be adjusted. The Teacher In-Service Day for Professional Development needs to be changed from May 20th to May 16th. The Admin Team is attending a Restorative Practices Professional Development Training on May 16th in Cleveland.. Moss and Smith will plan that PD day for the rest of the staff in the building. Lacey motioned to approve the Calendar Adjustment. Gaus moved to approve and Sikula seconded the motion. All were in favor of approving the Calendar Adjustment. Motion carried.

Lusk presented the following policies to the Board: The Child Find Policy Resolution, Non-Discrimination Resoltuion and Ethics & Conflicts of Interest Policy. Lacey moved to approve the three policies. McElfresh moved to approve and Gaus seconded the motion. All were in favor of approving the three policies. Motion carried.

Lusk presented the ACCA Administration Report for approval. The current enrollment is 87 students (29 special education students). One student withdrew, but the population has remained consistent all year long. Mast explained that there were 2 suspensions (3 day and 1 day) and no expulsions. She mentioned that four students served lunch-time detentions and a couple of Thursday schools.

Mast explained that the End of Course Exams have started. She stated that four of the seven spring tests have been completed. We have had about four to five students miss each testing day, but those students will take their test on the make-up days. Students have been taking a longer amount of time on the tests. They averaged about 40 to 45 minutes on each section of the test.

Mast explained that the STARs testing is almost completed. She said that there are only five students that still need to take the STARs test. She stated that over 95% of the students will be tested by the end of the current school year.

Brown discussed the tutoring program. She mentioned that about 16 students (average) participated in tutoring during Fall 2021. She has been sending out letters to parents. She sent out 70 letters just yesterday. She said that an average of 35 students have attended Spring tutoring (22 new students).

Lusk explained that Berry and her were in court at the beginning of the week for a truancy hearing. The court said we could take the student back, but that we did not have to take him back. Lusk stated that we would take him back, but that he would be expected to attend school daily. This student has been coming to school daily and completed a test out on his first day back.

Berry verified three residencies and they were all valid.

Helenthal discussed the 21st Century Grant Updates. She stated that the Continuation Grant and New Grant must be submitted by May 27th, but she plans on submitting them on May 25th. She also explained that she is still waiting to hear if we were approved for the Safety Grant.

Lusk discussed the Ashland Schools Food Contract. She stated that ODE completed a Food Audit. We are looking for an alternative vendor to provide lunches for our students.

Lusk discussed Networking and Rebranding. ACCA will be expanding the school for at-risk students. She explained that ACCA could be an academy for students who are at-risk. We will be offering Credentialing, Adult Courses, NC State College Courses. Learning is happening in every class throughout the day. Franklin has a career fair set up for May 19th from 9 am to 11 am. She has 15 vendors coming from all over Ashland County. It should also be noted that ACCA already has 40 certifications completed this far. There are also 30 students in the Student Leadership program. Lusk explained that the students can get 1 credentialing point for obtaining their driver's license. This is something that we are looking this fall.

Lacey motioned to approve the ACCA Administration Report. Gaus moved to approve and McElfresh seconded the motion. All were in favor of approving the report. Motion carried.

7. **Sponsor Update** - Wood explained to the Board that they need to do an evaluation of the Administrators annually. She said that they will need to decide who will take the lead on that. She also stated that several surveys are due at the end of this month. There were two things that were found during the Special Education Evaluation. Part of this has already been done and the independent living goals will be completed shortly. She reminded everyone that the Newsletter went out yesterday. She also expressed how much she appreciates our school and how the school board supports the Administrators. She appreciates the culture and climate.
8. **Executive Session** - Lacey proposed to go into Executive Session. Sikula motioned to approve and McElfresh seconded the motion. All were in favor of going into Executive Session. Motion carried. Executive Session started at 1:06 pm.

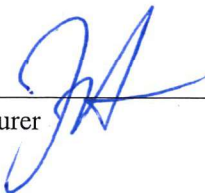
Lacey proposed to leave the Executive Session. Gaus motioned to approve and Sikula seconded the motion. All were in favor of leaving the Executive Session. Motion carried. Executive Session ended at 1:30 pm.

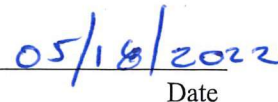
Lacey motioned to adjourn the meeting. McElfresh moved the motion and Gaus seconded the motion. All were in favor of adjourning the meeting. Motion carried.

Meeting was adjourned at 1:32 p.m.


Board Chair


Date


Treasurer


Date