



ACCA Governing Board  
Special Board Meeting Minutes  
May 17, 2023 3:00 pm

The meeting was called to order by Rita McElfresh at 3:05 pm.

1. Roll Call Taken by: Helenthal  
Present: Rita McElfresh, Audrey Sikula, Tom Marquette, Tom Gaus, Matt Miller
2. Recognition of Visitors: Shannon Lusk, Nichole Helenthal, Hannah Mast, Jim Hudson and Lori Wood (via phone)
3. Business of the Treasurer

1. April Financials

The district earned \$1,323 of interest in April for total interest earnings of \$8,994 in FY 2022-2023. The ending cash balance for all funds increased by 8.5 percent or by \$42,297 from March to April. The district's fiscal year-to-date expenditures are \$55,934 more in comparison to last April (Salaries \$37,270; Benefits \$4,743; Purchased Services \$1,496; Supplies and Materials \$1,822 and Capital Outlay \$19,349).

2. Resolution to approve May 2023 5-Year Forecast

The forecasted funds increased by 2.8 percent from March to April or by \$13,826. In comparison to FY 2022, the ending cash balance for April is 6.1 percent lower for FY 2023, a net decrease of \$32,493.

3. Monthly Consolidated Funding 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 April Financials, Resolution to approve the 5 year Forecast and the Monthly Consolidated Funding Resolution) Gaus moved to approve and Marquette seconded the motion. All were in favor of approving the 3A, 3B and 3C. Motion carried.

4. Business of the Superintendent

1. Assurances Specialist Job Description/Posting

Lusk presented the job description for the ACCA Non-Certificated Staff Job Description as a Part-Time position. The job would be posted and the person would begin in Summer 2023 and work during the 2023-2024 school year. Helenthal explained that this position is desperately needed to maintain the building. She explained that this position would be paid through part of the safety grant and the funds that are currently paid to the cleaning company would go back into the general fund. The board then discussed the job description and what that would mean for the district. Rita McElfresh motioned to approve the Job Description/Posting. Gaus moved to approve the motion and Sikula seconded the motion. All were in favor of approving the motion. Motion carried.

2. Salary Step Scales

Lusk presented an updated salary step scale for the board to review. She said that she wasn't asking for them to vote on it at this time, but wanted to discuss that we need to increase the pay on the step scale in order to keep good teachers / staff at ACCA. Lusk stated that her and Helenthal were not asking for any raises this year in order to help the staff get raises. The board discussed the salary step scales and it was tabled until the next meeting.

5. Adjournment

McElfresh motioned to adjourn the special meeting. Gaus moved to approve the motion and Sikula seconded the motion. All were in favor of adjourning the meeting. Motion Carried. Meeting adjourned at 3:34 pm.

Rita A. McElfresh  
Board Chair

6/14/23  
Date

Jim Hudson  
Treasurer

6/14/23  
Date