



ACCA Governing Board
July 22, 2020
Virtual Meeting
12:00 p.m.
Regular Board Meeting Minutes

The Regular Board Meeting was called to order by Tom Gaus, Board President
at 12:10 p.m.

1. Roll Call

Roll was taken by Helenthal:

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

2. Recognition of Visitors: Shannon Lusk, Nichole Helenthal, James Hudson, Rebecca Vogler

3. Addition to the Agenda: Jim Hudson: Health Insurance Update/ Resigning of Jaqueline Pursley, Hiring of Kristen Horse

4. Approval of the Minutes from May 2020 Regular Board Meeting: Gaus moved for a motion to approve the minutes, McElfresh motioned, and Lacey seconded the motion. All were in favor of approving the minutes. Motion carried.

4. Business of the Treasurer

Monthly Financial Reports (May/June 2020) - Hudson reported that a 95-105 enrollment was needed in order to sustain operation. Earned \$118 in June. Not a lot with interest rates going up soon. Net increase of \$90,000. Month to month cash balance 83 FTE/ Average from Jan-June 95 ADM. A cash requisition will be made before the end of the fiscal year. FER Grants will be submitted. \$14,000 estimated, will be coded to general fund, but shifted to Grants, Hudson will make them in time. 97.4% overall projection, which is slightly under, but positively impacts future cash balance.

Hudson explained that the current Health Insurance for ACCA employees would see an increase of 9.8% (which is a high increase in price) He is negotiating a 5-6% increase instead and will ask for other bids for insurance companies.

Hudson indicated that Jaqueline Pursley would be resigning from her payroll position, but also stay on as a consultant to help train Hudson's recommendation for replacement, Kristen Horse. He is recommending Pursley stay on at a rate of \$25 per hour for consulting, as needed.

Hudson negotiated his own contract, for 1 year renewal, \$600 travel reimbursement, and a \$50 per month cell phone allowance.

Hudson recommended the Julian & Grube Contract/GAAP Audit. It is only required every 2 years, however Julian recommended a yearly audit.

Hudson asked that 4A-C on the agenda be recommended for approval. Gaus moved for a motion to approve agenda items 4A-C, Lacey motioned, and McElfresh Seconded the motion. All were in favor 5-0. Motion carried.

5. Business of the Director

Lusk recommended that the following personnel contracts be approved:

Hannah Dean: ACCA Math Teacher \$33,000/ 1 year teaching contract, certificated; 3/12 year teaching experience outside of subbing/ Bachelor's Plus/ 4th year Res Ed

Marilynn Workman: ACCA Science Teacher \$33,000/ 1 year teaching contract, certificated; 1st year teacher/ Master's Degree/ 1st year Res Ed.

Deputy Joe Coffey: School Resource Officer, estimated \$48,000/ contract year/ Ashland County Sheriff's Office

Discussion: Gaus asked how Coffey's salary would be paid and Hudson and Helenthal replied through Grants (ESSER)

Gaus motioned to approve the contracts of Dean, Workman, and Coffey. McElfresh motioned, and Sikula seconded. All were in favor of approving the contracts, 5-0. Motion carried.

Lusk recommended the approval of the Alternative Remote Learning Plan Resolution. Verbiage for the resolution was sent by Lori Wood, OSSP, and it was mentioned that terminology would be vague because COVID guidelines are ever changing. The Remote Learning Plan (ABC plans) and resolution will be submitted to Wood, who will submit it to ODE, due July 31st.

Gaus motioned to approve the Alternative Remote Learning Plan Resolution. Sikula motioned, and Miller seconded. All were in favor, 5-0. Motion carried.

Lusk and Helenthal recommended that approval be granted for two services contracts: 1. Summit Building Services for Deep cleaning of the school 1x per week, at \$394.14 monthly (ESSER funds) 2. Lind Advertising for ACCA billboards, rotating in different locations over a 3 month period (to be paid for with the 21st Century Grant)

Discussion: Lacey offered to help with marketing via social media and other outlets, which was greatly appreciated by administration

Gaus motioned to approve the Summit Building Services Contract and the Lind Advertising Contract. Miller motioned, and McElfresh seconded the motion. All were in favor 5-0. Motioned carried.

Lusk recommended that the Credit Card Policy be approved by the board. The policy outlines purchasing requirements when using ACCA Credit Card, and procedures for requisitions. Must be approved by Executive Director or admin designee.

Gaus motioned to approve the Credit Card Policy. McElfresh motioned, and Lacey seconded the motion. All were in favor 5-0. Motion carried.

Lusk asked that the 2020-2021 ACCA District Calendar, with the start date of September 14th be approved by the board, as well as a modified school daily schedule that reflects the current State of Emergency guidelines. This includes, organized restroom break times, transition times, organized dismissals, and breakfast and lunch times. There are 7 periods in a day instead of 10. The start of the school day will begin at 8:10 am. Lusk also stated that COVID guidelines pertaining to schools is ever changing and we have to be prepared, as well as flexible.

Gaus motioned to approve the 2020-2021 ACCA District Calendar and School Daily Schedule. Miller motioned, and McElfresh seconded the motion. All were in favor 5-0. Motioned carried.

Lusk and Helenthal gave the Director's/Asst. Director's Report to the Board.

Lusk reported that current enrollment was at 117 students. There were no Suspensions and there were no Expulsions. Mrs. Berry pulled three random students for verification of residency for the Month of July and all students had the required paperwork.

Helenthal reported that she will hear about the continuation of the 21st Century Grant by the end of July/beginning of August.

Both Lusk and Helenthal recapped the success of Graduation 2020. They reported that 45/46 graduates showed up for in person graduation, and one could not attend due to a medical emergency. Both Lusk and Helethal thanked the board and Hudson for their participation in Graduation weekend, as it meant a lot to graduates and their families.

Lusk and Helethal also stated that they appreciate the support of the Board and Treasurer, as well as the guidance they receive from Wood.

Discussion Items: Lusk and Helenthal reported that they are setting up times to meet with districts about transportation as well as Ashland Public transit. They also reported that they are in the process of cleaning out the Welding room and Hudson volunteered to correspond with landlords over new vacancy and rent reduction. Lusk has a meeting with Odysseyware to discuss a site license in case students have to go completely remote or we have an influx of students who prefer to do the first semester online due to the current State of Emergency. Lusk and Helethal have set up inspections with Ashland County Health Dept and Ashland Fire Dept.

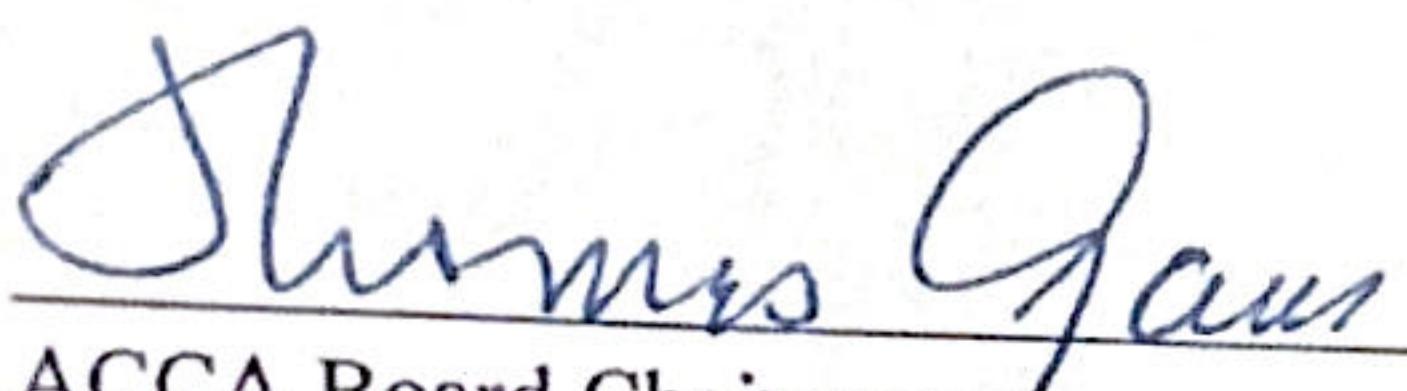
Gaus moved for a motion to approve the Director's/Asst. Director's Report, Lacey made the motion, and McElfresh seconded that motion. All were in favor, 5-0 of approving the Director's/Asst. Director's Report. Motion carried.

6. Sponsor Update:

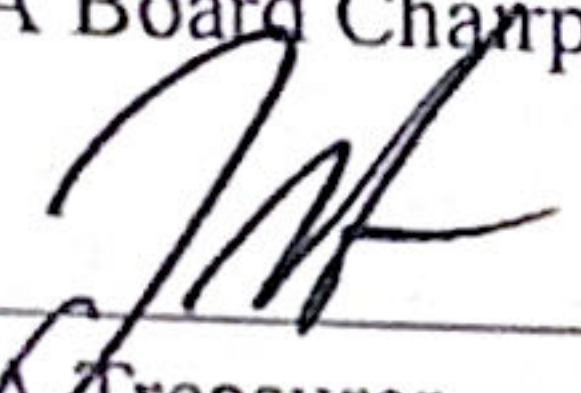
Rebecca Vogler filled in for Lori Wood from OSSP. Vogler reported that additional COVID funds were going to be distributed in the near future, so just be aware. Vogler stated there was no deadline for ESSER application. Wood would follow up with Lusk and Helethal on that. Both Vogler and Wood were appreciative for all that has been done to improve the school and its financial situation.

Gaus moved for a motion to adjourn, McElfresh motioned for adjournment, and Sikula seconded the motion to adjourn.

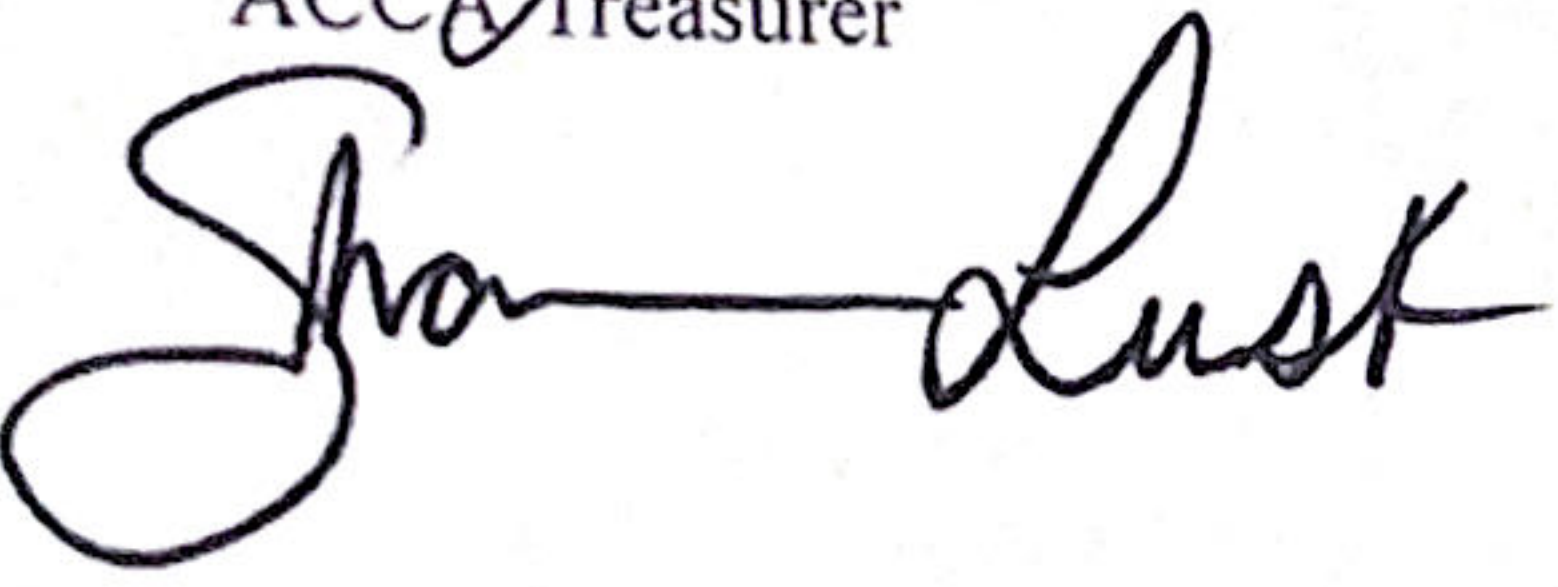
The meeting was adjourned at 1:13 p.m. by Tom Gaus, 2020 Board President.


ACCA Board Chairperson

09-03-2020
Date


ACCA Treasurer

09/03/2020
Date



9/3/2020