



**ACCA Governing Board  
Regular Board Meeting Minutes  
October 11, 2023 12:00 pm**

The meeting was called to order by Rita McElfresh at 12:03 pm.

**1. Roll Call Taken by: Helenthal**

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

Not present: Tom Gaus

**2. Recognition of Visitors:** Shannon Lusk, Nichole Helenthal, Jim Hudson, Leigh Ann King

**3. Approval of Minutes from the September 13, 2023 Regular Board Meeting.**

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

**4. Business of the Treasurer**

**A. September 2023 Financial Reports**

The District earned \$1,390 of interest in September for a total interest earnings of \$4,176 in FY 2023-24 (36% of total earnings in FY 2022-23). The forecasted funds increased by 13% from August to September by \$2,172. In comparison to FY 2023, the ending cash balance for September is 4.2% higher for FY 2024, a net decrease of \$21,549. The ending cash balance for all funds increased by 0.3% or by \$1,473 from August to September.

**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.

**C. Annual Budget**

Hudson presented the annual budget to the board. The board reviewed the spreadsheet. Hudson explained that the district is okay financially at this time. Enrollment has been good and it just needs to be maintained as such.

McElfresh motioned to approve 4A, 4B and 4C. Sikula moved to approve the motion and Marquette seconded the motion. All were in favor of approving the motion. Motion carried.

## **5. Business of the Superintendent/Assistant Superintendent**

### **A. Governing Policy Manual**

#### **1. Resolution to Approve Chapters 7 & 9**

Lusk explained that school counsel and her reviewed/updated Chapters 7 and 9 of the Governing Policy Manual. The board discussed the updated chapters. McElfresh motioned to approve the resolution to approve Chapters 7 & 9. Miller moved to approve the motion and Marquette seconded the motion. All were in favor of approving the motion. Motion carried.

### **B. ACCA 2022-2023 Annual Report Resolution**

Lusk presented the Annual Report to the board. The annual report included ACCA's mission statement, list of governing board members, staff directory, and a district overview/data (governance and legal, characteristics of students, staffing and services/community partners). It also included our 2022-2023 District Report Card. ACCA exceeded standards in the following categories: graduation rating, 3 year graduation rate, 5 year graduation rate, 6 year graduation rate, 7 year graduation rate, 8 year graduation rate and combined graduation rate. ACCA met standards for progress (up to 3 years data) and the gap closing. The achievement component was not rated. The EMIS student data for 2022-2023 was also included. It stated that enrollment began with 56 students and ended with 83 students. The enrollment ADM was 73.07. There were 9 graduates. There were 2 half-day students and 1 full-day student for Career Teach (JVS) ADM. The economically disadvantaged population is 60%. The report also explained the district assessment and accountability. This included assessment, STARs Data Analysis, the Credentialing Program and Graduation Seals. Students in grades 10 through 12 earned 76 separate credentials at ACCA during 2022-2023. The report also explained the fiscal information for the district and additional programs. The report was very positive. The board had a good discussion with Lusk about the Annual Report. Lusk explained that the report will be sent out to all families of all of our ACCA students. McElfresh motioned to approve the Annual Report Resolution. Miller moved to approve the motion and Sikula seconded the motion. All were in favor of approving the motion. Motion carried.

**C. ACCA Administration Report (Superintendent, Asst. Superintendent/Dean)**

1. **Current Enrollment** - Lusk explained that our current enrollment is 92 students and 34% of the population are Special Education students..
2. **Suspension/Expulsions** - There were 7 suspensions and 1 expulsion.. Student Discipline - 3 Reflection Schools (Thursday School), 20 Redemption Rooms (lunch time detention) and 1 emergency removal (disciplinary). The students receive character education on their infraction during their Redemption Room or Thursday School.
3. **Student Participation** - Lusk met with students who requested a Spirit Week leaving up to the Semi-Fall Formal and it was approved. There will be different dress up days during Spirit Week. She also explained that 25 people attended the Back to School Dance and it was a success. Mrs. Brown sent out tutoring letters for those students who are failing classes. The board packets were prepared by Neveah and Maddy for today's meeting.

Staff Incentives - Hudson and Lusk met regarding sick days vs personal days incentive. It was recommended that the staff can turn in unused personal days at the end of the school year for compensation. This will be discussed further at the next board meeting.

Administrative Business - Mrs. Brown held a Teacher/Staff meeting on 10/3/23. She will follow up this week, but there were no concerns at this time. An administrative meeting was held on 10/10/23. Mrs. Franklin has sent out immunization letters. Lusk reviewed the ACCA Organizational Chart & Chain of Command.

4. **Verification of Residency** - Paula Berry conducted a residency check of three students and they all had the appropriate paperwork in order.
5. **Special Education** - Helenthal explained that the Special Education Improvement Plan was submitted on time and approved within 24 hours of submission. She also explained that she is working on getting special education students who are significantly behind in reading enrolled in Achieve 3000. Helenthal also stated that she will conduct hearing and vision screenings in November 2023 for all special education students and any other students who need to be screened.

Building Maintenance - Hudson and Lusk met with the landlord to discuss the required repairs to the sprinkler system on 10/4/23. The landlord wants two quotes for this project and the cost will be split into thirds. The repairs to the sprinkler system involve the backflow. Therefore, it involves the whole building. Schmidt Security and A&M will be providing quotes for the work that needs to be done.

**6. Updates/Announcements** - The upcoming activities/events at ACCA area as follows:

10/18	Parent-Teacher Conferences	3:00 - 6:00 pm
10/19 - 10/23	Fall Break - No School	
10/23	Teacher In-Service	
10/26	10:00 am Special Board Meeting	
10/26	ACCA Day of Caring at AU	12:00 pm
10/30	Spirit Week	
10/31	Fall Family Festival	5:00 - 7:00 pm
11/10	Veteran's Day Assembly	9:00 am

McElfresh motioned to approve the Administration Report. Marquette moved the motion and Miller seconded the motion. All were in favor of the motion. Motion carried.

**D. Organizational Chart Approval**

Lusk presented the new organizational chart for approval. McElfresh motioned to approve the Organizational Chart. Marquette moved to approve the motion and Miller seconded the motion. All were in favor of approving the motion. Motion carried.

**7. Board Chair Report**

McElfresh asked when the finance committee would be meeting and Hudson explained that a date would be set for the meeting. The finance committee includes Hudson, Sikula, Gaus, Lusk and Helenthal.

**8. Sponsor Update**

King stated that Maureen Businger will be in attendance at the next board meeting. She said that all staff and student files were in good standing. King also mentioned that ACCA will need to create an individualized seizure action plan for any staff member or student that suffers from seizures. The State Support Team 7 (SST7) will assist ACCA in supporting literacy and attendance throughout the school year. Lastly she mentioned that 93.3% of all students have taken the STARS reading assessment and 95.5% of all students have taken the STARS math assessment.

9. **Executive Session**

McElfresh motioned to go into executive session for the discipline of a student. Miller moved to approve the motion and Sikula seconded the motion. All were in favor of the motion. Motion carried.

The Executive Session started at 1:11 pm.

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

Not present: Tom Gaus

The Executive Session ended at 1:49 pm.

McElfresh motioned to adjourn the meeting. Marquette moved to approve the motion and Sikula seconded the motion. All were in favor of approving the motion. Motion carried.

Meeting adjourned at 1:52 pm.

Rita A. McElfresh  
Board Chair

11/8/23  
Date

J. Miller  
Treasurer

11/08/2023  
Date

