

Alee Academy  
 Charter Board Meeting  
 Agenda  
 May 18, 2015  
 6:00 pm

Approval of Minutes	
Current Program <ul style="list-style-type: none"> <li>• Enrollment – Alee and ACER</li> </ul> Budget <ul style="list-style-type: none"> <li>• Fund Balances</li> </ul>	Robin Valentino
Old Business <ul style="list-style-type: none"> <li>• FEFP Audit</li> </ul>	Robin Valentino
New Business <ul style="list-style-type: none"> <li>• By-laws</li> <li>• Keystone Design</li> <li>• Accreditation Progress Report</li> <li>• Community Forum</li> <li>• 2013-2014 Audit</li> </ul>	Martha Cohen Chloe Bonds-Wormack, Robin Valentino Robin Valentino
Attorney’s Report	Brenda Smith

***Board members present were:  
 Martha Cohen, Rachel Holtzclaw, Chloe Bonds-Wormack, Mary Jo Rager, and  
 Attorney Brenda Smith.***

***Motion was made by Chloe Bonds-Wormack to approve the minutes as read and seconded  
 by Mary Jo Rager. The motion passed unanimously.***

### Current Program Status

The FTE count for student enrollment as of May 18, 2015 for each of the programs is:

Program	Student Enrollment
<b>Alee Academy</b>	151
<b>ACER Night Program</b>	149
<b><i>Total Day School FTE</i></b>	300

(Note: There are 15 pending applications for day and night students)

The actual student counts by grade are:

	Alee	ACER
9 <sup>th</sup> Grade	49	26
10 <sup>th</sup> Grade	40	33
11 <sup>th</sup> Grade	37	39
12 <sup>th</sup> Grade	25	51

### Budget

The current assets as of May 18, 2015 are:

Checking United Southern Bank	\$ 283,347.53
Savings, TD Bank	\$201,645.06
Money Market, United Southern Bank	\$1225.56
Checking, Southside Eatery, USB	\$236.96
<b>Total Current Assets</b>	<b>\$486455.11</b>

Attached is a copy of:

1. Income Statement

***Motion was made by Rachel Holtzclaw to accept the financials as presented and seconded by Chloe Bonds-Wormack. The motion passed unanimously.***

### **Old Business**

**FTE Audit** – Alee Academy received a check in the amount of \$183,664.40 on May 7, 2015. The check amount included the interest that was earned as well. The 2011-2012 Audit should now be resolved.

### **New Business**

**By-Laws** – Attached are the current by-laws. A review and revision are necessary prior to the start of the 2015-2016 school year.

*Suggestion was made that all board members independently review the by-laws and the notes provided to them by Martha Cohen. Board will then make necessary changes to the by-laws at the next board meeting on June 11, 2015. All present were in agreement.*

**Keystone Design Project** – On Thursday, May 14<sup>th</sup>, a group of three representatives from Alee Academy attended a workshop at Lake Wales Charter High School to learn about the Keystone Design Project.

**Accreditation Progress Report** – We have submitted the attached progress report as part of our accreditation process. The continuous improvement process that accreditation ensures is ongoing and we will continue to make the necessary changes to provide the best education possible to our students.

**Community Forum** – As part of our continuous improvement efforts, a Community Forum was held this evening to review, revise and evaluate our communication of the school's mission and vision. Information gained through this forum will be assessed and acted upon accordingly.

**2013-2014 Audit** – Alee Academy was selected to be audited along with several other school in Lake County for the 2013-2014 school year. All requested files and attendance documentation has been pulled and prepared for the auditor to visit on Tuesday, May 26<sup>th</sup> and Wednesday, May 27<sup>th</sup>. In speaking with the auditor, she requested that only the 3 ESE files from the student sample be on hand and that she would only need to see the attendance information for the other 12 regular ed students in the sample. She asked if we were still taking attendance in the same manner as in the past when we had the last audit issue. I assured her that we were still using a daily attendance slip signed by the teacher, but that we had taken the previous auditor's recommendation and had included monthly attendance sheets signed by the teacher in addition to retaining the daily attendance slips. Likewise, the daily attendance is transferred from the slips to the excel spreadsheet and then to Skyward. We also retain the daily sign in and sign out sheets.

The next governing board meeting will need to be scheduled for some time June.

*The next board meeting will be held on June 12, 2015*

*Motion was made to adjourn the meeting by Chloe Bonds-Wormack and seconded by Mary Jo Rager. The motion passed unanimously.*