

Alee Academy
Charter Board Meeting
Minutes
December 19, 2016
6:00 pm

Approval of Minutes	
Current Program <ul style="list-style-type: none"> • Enrollment – Alee and ACER Budget <ul style="list-style-type: none"> • Fund Balances 	Robin Valentino Robin Valentino
Old Business <ul style="list-style-type: none"> • Update Workman’s Comp Case from 2013 • School Improvement Plan • Capital Outlay Funding Update 	Robin Valentino
New Business <ul style="list-style-type: none"> • Approval of new Charter Board Member • Professional Development for Teachers/Admin • Annual Charter School Accountability Report • Staff Holiday Bonus • Employee Sick/Vacation Time Accrual Policy 	Martha Cohen Robin Valentino
Attorney’s Report	Brenda Smith

Board members present were:

Martha Cohen, Rachel Holtzclaw, Chloe Bonds-Wormack, and Mary Jo Rager.

Motion was made by Rachel Holtzclaw to approve the minutes as read and seconded by Chloe Bonds-Wormack. The motion passed unanimously.

Current Program Status

The FTE count for student enrollment as of December 19, 2016 for each of the programs is:

Program	Student Enrollment
Alee Academy	152
ACER Night Program	124
<i>Total Day School FTE</i>	276

(Note: There are approximately 30 pending applications for day and night students. 8 already scheduled to start after break)

The actual student counts by grade are:

	Alee	ACER
9 th Grade	36	39
10 th Grade	42	24
11 th Grade	41	32
12 th Grade	33	29

Budget

The current assets as of December 19, 2016 are:

Checking United Southern Bank	\$206,057.47
Savings, TD Bank	\$202,096.98
Money Market, United Southern Bank	\$186,927.13
Checking, Southside Eatery, USB	\$254.79
Total Current Assets	\$595,335.67

Attached are copies of:

1. Balance Sheet as of November 30, 2016
2. Income Statement for 5 months Ending November 30, 2016

Motion was made by Rachel Holtzclaw to accept the financials as presented and seconded by Mary Jo Rager. The motion passed unanimously.

Old Business

Workman's Comp – We received word from The Morse Agency that a settlement has been reached in the open workman's comp case from 2013.

School Improvement Plan – The School Improvement Plan was corrected and submitted for county approval on November 29, 2016. It was approved and submitted to the state by Barry Farley on November 30, 2016.

Capital Outlay Funding – Update on current status of Capital Outlay funding and recent email about new rule-making session in January regarding Capital Outlay Funding.

New Business

Recommendation of New Charter Board Member - Ms. Bea Grassel

Martha Cohen informed the board members that Ms. Bea Grassel, a former school counselor and former president of the union for LCS, is interested and willing to serve as a governing board member for Alee Academy. A motion was made by Martha Cohen to approve the recommendation of Ms. Bea Grassel to the board and seconded by Rachel Holtzclaw. The motion passed unanimously.

Annual Charter School Accountability Report – The Annual Charter School Accountability Report has been delayed by the State. The due date is now January 25, 2017.

Staff Holiday Bonus - Mrs. Valentino verified with the accountant that we have enough money in our funds to give our staff members a holiday bonus.

Motion was made by Rachel Holtzclaw to approve a holiday bonus for the staff/volunteers and seconded by Mary Jo Rager. The motion passed unanimously.

Employee Sick/Vacation Time Accrual Policy – Copy of current policy provided.

Discussion was held regarding vacation and personal time accrued by 12 month staff and 9 month staff. Mrs. Valentino presented copies of the policy that is currently in place regarding the accrual of sick/personal/vacation time and a list of current employees' sick/personal/vacation bank balances. The suggestion was made by Rachel Holtzclaw for the board to look over the information that was presented and revisit this topic at the next meeting. All in attendance were in agreement.

The next governing board meeting is scheduled for Monday, February 27, 2017 at 6:00 pm.

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

