

Alee Academy  
Charter Board Meeting  
Agenda  
June 20, 2016  
5:30 pm

Approval of Minutes	
Current Program <ul style="list-style-type: none"> <li>• Enrollment – Alee and ACER</li> </ul>	Robin Valentino
Budget <ul style="list-style-type: none"> <li>• Fund Balances</li> </ul>	Robin Valentino
Old Business <ul style="list-style-type: none"> <li>• Information/Estimates for Courtyard Covering</li> <li>• Re-signing Bonus</li> <li>• 2016-2017 Governing Board Meeting Dates</li> </ul>	Robin Valentino Robin Valentino Robin Valentino
New Business <ul style="list-style-type: none"> <li>• New Mower for Grounds</li> <li>• TD Bank Signature Pages</li> <li>• Articles of Incorporation Amendments</li> <li>• Staff Duty Change</li> <li>• 2016-2017 Budget</li> </ul>	Robin Valentino Martha Cohen Robin Valentino Robin Valentino
Attorney’s Report	Brenda Smith

***Board members present were:  
Martha Cohen, Rachel Holtzclaw, Chloe Bonds-Wormack, Michael Holland, and  
Kyleen Fischer.***

***Motion was made by Michael Holland 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 June 20, 2016 for each of the programs is:

Program	Student Enrollment
<b>Alee Academy</b>	161
<b>ACER Night Program</b>	135
<b><i>Total Day School FTE</i></b>	296

(Note: There are approximately 10 pending applications for day and night students)

The actual student counts by grade are:

	Alee	ACER
9 <sup>th</sup> Grade	46	28
10 <sup>th</sup> Grade	43	28
11 <sup>th</sup> Grade	40	42
12 <sup>th</sup> Grade	32	37

### Budget

The current assets as of June 17, 2016 are:

Checking United Southern Bank	\$225,606.94
Savings, TD Bank	\$218,412.56
Money Market, United Southern Bank	\$186,692.97
Checking, Southside Eatery, USB	\$192.61
<b>Total Current Assets</b>	<b>\$630,905.08</b>

Attached are copies of:

1. Balance Sheet as of June 20, 2016
2. Income Statement for 11 months Ending May 31, 2016

***Motion was made by Michael Holland to accept the financials as presented and seconded by Rachel Holtzclaw. The motion passed unanimously.***

## Old Business

**Information/Estimates for Courtyard Covering** – One estimate has been received for the courtyard covering so far. We are awaiting a response from Vaughn Building Services with the second estimate.

*Motion was made by Rachel Holtzclaw to approve a budget for no more than \$40,000.00 for the covering of the courtyard. Mrs. Valentino with the help of Mr. Eiserman will take the current bids and select the company and materials that will best suit our needs. The motion was seconded by Kyleen Fischer. The motion passed unanimously.*

**End of Year Bonus/Re-signing Bonus** - Teachers and staff were most appreciative of the re-signing bonus that they will receive in August. On behalf of the staff, thank you for your generosity and support.

*Discussion regarding the reaction and gratitude that the staff shared for the board's generosity was relayed. All were in agreement that the staff do a fine job and we need to continue to find ways to retain those staff members that have invested in the mission of the school.*

**2016-2017 Board Meeting Dates**- Governing board meetings for the 2016-2017 school year need to be scheduled.

*Discussion was held and all members present were in agreement that Mrs. Valentino would email proposed meeting dates for the 2016-2017 school year to all board members with the reminder to respond only to her about their availability to attend on the proposed dates. All board members present also agreed that Monday evenings are the best day of the week to conduct Charter Board Meetings.*

## New Business

**New Mower for Grounds** – We purchased a new mower for the maintenance of the school grounds. Attached are the different quotes that we acquired prior to the purchase.

**TD Bank Signature Pages** – Martha Cohen and Rachel Holtzclaw need to be added to the TD accounts to attain information on behalf of the school if necessary. Once approved, the attached signature pages will be signed and returned to TD Bank for processing.

*Motion was made by Michael Holland that Martha Cohen and Rachel Holtzclaw be placed on the TD account. The motion was seconded by Chloe Bonds-Wormack and passed unanimously.*

**Articles of Incorporation Amendments** – An amendment to page 4 is necessary to bring the Articles of Incorporation in line with the Bylaws that were recently amended.

*Motion was made by Rachel Holtzclaw to amend section 6.3 of the Articles of Incorporation to coincide with section 5 of the Bylaws. The motion was seconded by Kyleen Fischer and passed unanimously.*

**Staff Duty Change** – Ms. Cindy Emerick’s assignment for the upcoming school year will be changed from classroom teacher to Instructional Dean. I believe her skills and knowledge of the processes of Alee Academy will better serve the school in this new capacity.

*Discussion was held as to the reasoning for the change in assignment. All were in agreement that the change would certainly be good for the school. It was also discussed that Ms. Emerick’s salary increase was incorporated into the proposed salaries of the 2016-2017 budget that was to be approved later in the meeting.*

**2016-2017 Budget** – The 2016-2017 budget is provided for approval.

*Motion was made by Rachel Holtzclaw to approve the 2016-2017 budget as written. Discussion was held in regard to the rollover funds from the 2015-2016 school year would increase the school’s income for the 2016-2017 school year and make up for the slight shortfall in the proposed budget. The motion was seconded by Michael Holland and passed unanimously.*

The next governing board meeting is to be determined.

*Motion was made by Rachel Holtzclaw to adjourn the meeting and seconded by Michael Holland.*