

Alee Academy  
Charter Board Meeting  
Minutes  
June 12, 2017  
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>• Employee Sick/Vacation Time Accrual Policy</li> <li>• 2017-2018 Governing Board Meeting Dates</li> </ul>	Robin Valentino
New Business <ul style="list-style-type: none"> <li>• Approval of New Charter Board Chairman</li> <li>• Approval of New Charter Board Members</li> <li>• Changes to Signature Cards for TD Bank</li> <li>• Workman’s Comp New Mod Factor</li> <li>• 2017-2018 Budget</li> <li>• 2015-2016 FEFP Audit</li> </ul>	Robin Valentino
Attorney’s Report	Brenda Smith

***Board members present were:***

***Rachel Holtzclaw, Chloe Bonds-Wormack, Michael Holland, B. Grassel, and Mary Jo Rager.***

***Motion was made by Michael Holland 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 June 12, 2017 for each of the programs is:

Program	Student Enrollment
<b>Alee Academy</b>	153
<b>ACER Night Program</b>	129
<b><i>Total Day School FTE</i></b>	282

(Note: There are approximately 20 pending applications for day and night students)

The actual student counts by grade are:

	Alee	ACER
9 <sup>th</sup> Grade	36	30
10 <sup>th</sup> Grade	39	33
11 <sup>th</sup> Grade	38	30
12 <sup>th</sup> Grade	40	36

### Budget

The current assets as of May 4, 2017 are:

Checking United Southern Bank	\$228,229.03
Savings, TD Bank	\$218,104.20
Money Market, United Southern Bank	\$187,160.29
Checking, Southside Eatery, USB	\$278.58
<b>Total Current Assets</b>	<b>\$633,772.10</b>

Attached are copies of:

1. Balance Sheet as of May 31, 2017
2. Income Statement for 11 months Ending May 31, 2017

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

## **Old Business**

**Employee Sick/Vacation Time Accrual Policy** – Discussion was held at previous meeting regarding vacation and personal time accrued by 12 month staff and 9 month staff. Rachel Holtzclaw agreed to look at the current policy and draft a new policy for the board to look over and vote on at a future meeting. All in attendance were in agreement.

*Discussion was held and it was determined that an updated policy was needed. A motion was made by Michael Holland to table the changing of the policy until more research can be conducted. The motion was seconded by B. Grassel. The motion passed unanimously.*

**2017-2018 Board Meeting Dates-** Governing board meeting dates for the 2017-2018 school year have been scheduled. See attachment.

## **New Business**

**Approval of New Charter Board Chairman** – At the May 8, 2017 charter board meeting, Ms. Martha Cohen announced to the board that she was formally resigning as the Chairman of Alee Academy's Board effective May 31, 2017. A new Chairman will be voted in at this meeting.

*Motion was made by B. Grassel to nominate Michael Holland for the position of Chairman of the Board. The motion was seconded by Rachel Holtzclaw. The motion passed unanimously.*

**Recommendation of New Charter Board Members** - Dr. Isaac Deas and Mr. Jennings Neeld are willing to join the Charter Board and lend their time, talents, and expertise to the students and staff of Alee Academy in the capacity of a charter board member.

*Motion was made by Chloe Bonds-Wormack to appoint Dr. Isaac Deas and Mr. Jennings Neeld to the Charter Board of Alee Academy. The motion was seconded by Mary Jo Rager. The motion passed unanimously.*

**Signature Pages for TD Bank**—In that Martha Cohen retired as Chairman of the Board on 5/31/17, the new Chairman will 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 B. Grassel to approve the changes to the TD bank signature cards Removing Martha Cohen and adding Michael Holland to the school account. The motion was seconded by Mary Jo Rager. The motion passed unanimously.*

**Workman's Comp** – For the 2016-2017 school year our mod factor was 1.68 and for the 2017-2018 school year it has been reduced to 0.85. We should see a significant reduction in our Workman's Comp insurance rates this fall.

**2017-2018 Budget** – The 2017-2018 budget is provided for approval.

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

**2015-2016 FEFP Audit** – Attached is the audit report, proposed adjustment, and Alee Academy's response letter.

The next governing board meeting is scheduled for Monday, October 23, 2017 at 6:00 pm.

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