

Alee Academy  
 Charter Board Meeting  
 Minutes  
 May 8, 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>• On Campus Visit with New Superintendent</li> </ul>	Robin Valentino
New Business <ul style="list-style-type: none"> <li>• Controlled Open Enrollment Process</li> <li>• Transportation Agreement with LCS for 2017-2018</li> <li>• Graduation May 25, 2017 @ 7:00 pm</li> <li>• Guest Speaker for Graduation – Joe Manno</li> <li>• Martha Cohen</li> <li>• End of year bonus/Re-signing Bonus</li> <li>• 2017-2018 Governing Board Meeting Dates</li> </ul>	Robin Valentino  Martha Cohen Robin Valentino
Attorney’s Report	Brenda Smith

***Board members present were:***

***Martha Cohen, 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 Chloe Bonds-Wormack. The motion passed unanimously.***

### Current Program Status

The FTE count for student enrollment as of May 8, 2017 for each of the programs is:

Program	Student Enrollment
<b>Alee Academy</b>	155
<b>ACER Night Program</b>	130
<b><i>Total Day School FTE</i></b>	285

(Note: There are approximately 15 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	34
11 <sup>th</sup> Grade	38	31
12 <sup>th</sup> Grade	42	35

### Budget

The current assets as of May 4, 2017 are:

Checking United Southern Bank	\$215,751.74
Savings, TD Bank	\$218,722.46
Money Market, United Southern Bank	\$187,117.99
Checking, Southside Eatery, USB	\$122.17
<b>Total Current Assets</b>	<b>\$621,714.36</b>

Attached are copies of:

1. Balance Sheet as of April 30, 2017
2. Income Statement for 10 months Ending April 30, 2017

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

*Discussion was held and it was determined that an updated policy was needed. Rachel Holtzclaw agreed to draft a policy and present it at the June Charter Board Meeting for approval. All in attendance were in agreement.*

**On Campus visit with New Superintendent** – Ms. B. Grasel and Ms. Mary Jo Rager can elaborate on the visit for the remainder of the board.

## New Business

**Controlled Open Enrollment Process** – See attached Admission and Registration Policy for approval.

*The Admission and Registration Policy was reviewed by the charter board members. Motion was made by Michael Holland to approve the policy as written and seconded by B. Grasel. The motion passed unanimously.*

**Transportation Agreement 2017-2018** - The Transportation Agreements with LCS for the 2017-2018 school year are provided for your information. There were no changes to the agreement for the upcoming school year other than the correct dates for 2017-2018.

**Graduation Exercises** - Graduation will be held on Thursday, May 25, 2017 at 7:00 p.m. at Lake Receptions in Mount Dora. Please wear your graduation gowns and stoles for the ceremony.

**Guest Speaker for Graduation** – Joe Manno, a professional actor/comedian and current Pastor of Orlando Family Church has performed at our school on several occasions giving anti-bullying messages to our students. His church congregation also provided school supplies including binders, pencils, pens and notebooks for 300 of our students. I have asked him to be the guest speaker for this year's graduation. Joe's bio is attached for you as well. We will have a returning student and graduating senior representatives set to speak as well.

**Martha Cohen** – Martha Cohen has asked to be placed on the agenda to speak to the Board.

*Ms. Martha Cohen announced to the board that she is formally resigning as the Chairman of Alee Academy's Board effective May 31, 2017. Discussion was held and it was determined that a new Chairman will need to be voted in at the June board meeting. All members present were in agreement.*

**End of Year Bonus/Re-signing Bonus** –As one of the perks to working at Alee Academy Charter High School, we were able to offer the re-signing bonus last year to all staff members.

*Discussion was held about the past re-signing bonuses received by staff members and the need for perks to retain good employees A motion was made by B. Grasel to give all certified staff a re-signing bonus of \$1,500 and non-certified support staff \$750. The motion was seconded by Rachel Holtzclaw and the motion passed unanimously.*

**2017-2018 Board Meeting Dates-** Governing board meetings for the 2017-2018 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 2017-2018 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.*

The next governing board meeting needs to be scheduled for some time in June for the 2017-2018 budget approval.

*The next governing board meeting was set for June 12, 2017 at 6:00 pm.*

*A motion was made to adjourn the meeting by Chloe Bonds-Wormack and seconded by B. Grasel. The motion passed unanimously.*