

Alee Academy Charter Board Meeting 11/29/ 2021

5:36 p.m. - Meeting called to order by Chairman Mike Holland

Members Present: Mike Holland, Rachel Holtzclaw, Chloe Bonds-Wormack, Nan Cobb, Leah Fischer

Board Attorney, Brenda Smith

Members not present: Robin Austin

Approval of October minutes; Motion to approve Rachel Holtzclaw, 2nd Leah Fischer - passed unanimously.

**Public Forum:** *Former Alee Academy teacher Justin Coleman - discussed personal experience and concerns and Workers Compensation bills. School Secretary Hope Sceal shared her concern regarding Workers Compensation insurance company and not being seen from her injury on November 10, 2021.*

Enrollment Report presented by Director, Cindy Emerick.

- 179 total Enrollment (an increase of 55 students since 8/10/2021())
- 12 - Grade 9
- 42 - Grade 10
- 77 - Grade 11
- 48- Grade 12

**Financials:** amounts provided by Hartman, Hartman, O'Brien, accountants.

*November financial report **not** approved due to categorical errors. Rachel Holtzclaw will work with Hartman, Hartman, O'Brien to correct. Motion to approve the changing of the categories - Nan Cobb, Chloe Bonds-Wormack. Pass unanimously.*

### **Old Business**

1. **Bucket Truck/Flagpole** - Mr. Holland will coordinate with Eustis Fire Department to request the ladder truck.
2. **Instructional Continuity Plan** - Director reports this has been finalized and submitted to the district for review.
3. **Title 1 Budget Amendment**- A copy of the budget was provided to the board by the Director.
4. **Charter Site Visit** - Director received a new date for the charter site visit by LCS due to a conflict in scheduling and shortage of staff members due to COVID/quarantine. LCS was happy to grant the request. The new date is Wednesday, December 8, 2021, from 9a.m. - 12p.m. Board of Directors was

*invited to attend for questions from LCS.*

### **New Business**

1. **ESSER II Budget:** *The Director provided the amount granted to Alee Academy (\$372,686.09) as received by Mr. Scott Ward, Superintendent of Finance, Lake County School Board.*
  - a. *Director provided the board with the proposed budget sent to LCS for the ESSER III project.*
  - b. *Director provided estimates received from Skymark Roofing for the replacement of the existing roof with shingles, tile, or metal. The board asked the Director to provide 2 more estimates from Scott's Roofing and Eustis Roofing. The director hopes to provide these to the board at the next meeting.*
  - c. *Security Camera quote was provided to the board and an explanation that the amount of \$20,000.00 had been budgeted into the ESSER III program grant to aid in contract tracing for COVID because the current system in use is antiquated and has become inoperable in some areas making it difficult to trace the movements of students. A keycard system for entry was also included in this quote so as to reduce the physical contact needed by the staff to enter the building. The board requested a quote from at least one additional security vendor. The Director hopes to be able to present this to the board at the next meeting as an additional company has already been contacted for an estimate.*
2. **Comcast Phone System:** *The director received a quote from the project manager of the fiber internet project currently in planning, to replace 20 telephones complete with an intercom system. Cost analysis between Century Link and Comcast will be presented at the next meeting.*
3. **Final Check for T. Crow:** *The director was informed by the accountant that Mr. Crow's final check, minus all deductions for insurance, taxes, etc., resulted in a balance owed to the school in the amount of \$37.30. Brenda Smith, board attorney, suggested the school consider this a null and void concern. All members of the board agreed that Mr. Crow would not be responsible for repaying the \$37.30 to Alee Academy.*
4. **Accreditation Conference:** *The Director informed the board of the SACS Accreditation Conference was being held on February 3 -4, 2022. Director requested to attend the conference as it was highly recommended by SACS for all school leaders to attend to learn about all new expectations for earning accreditation. The cost of the conference is \$295.00 and a two-night stay is necessary due to the daily start time of the conference being 8:00 a.m and the location being in Palm Harbor, FL. A motion to approve the director attending the conference was made by Nan Cobb with a 2nd by Rachel Holtzclaw. The board approved unanimously.*
5. **Current COVID numbers:** *Director reported a spike in current COVID numbers with 7 students currently out of school with 8 tests being performed on students this week based on their symptoms.*

**6. Status Update incident on 11/10/21:** *Director recommends the students involved in the altercation would be permitted to work from home through the remainder of the semester with alternating appearances on campus on Tuesday, Wednesday, and every other Friday. After board discussion, the recommendation to allow both students to return after their suspension is complete **and** a meeting between the parent, student, school director, and a member of the board. The director added that a 'No contact contract' would be required to be signed by all parties present at the meeting. The meeting was to be set up on or before 12/9. A motion to approve was made by Leah Fischer, 2nd Nan Cobb. Motion passed unanimously.*

**7. Personnel Restructure:** *Director requested permission from the board to solidify personnel restructure due to the increase in student enrollment and the need for additional administrative personnel. The recommendation from the director was to change Mrs. Burnett from a classroom teacher to Instructional Dean which is an administrative support position. She would also be responsible for administering all state and district assessments as the test coordinator. The Director also requested to reduce the tasks being required by Mrs. Daniel, who currently holds responsibilities as the test coordinator, school counselor, mental health liaison and instructional dean. An email was shared with all board members for review with specific tasks of each of these positions prior to the meeting.*

**Charter Board of Directors moved into the scheduled Executive Session at 7:08 p.m. to discuss.**

*The director was asked to return at 7:40 p.m. The director was informed that the board has decided to move Mrs. Burnett into a classroom to cover the vacant teaching position. Due to the security camera malfunction in the classroom used for this vacant position, the board instructed the Director to place Mrs. Burnett in a room with a security camera. Further discussion regarding the Director's request for restructuring personnel would be addressed at the December 20, 2021 meeting of the board.*

*The board also informed the Director that it was decided that the board would be addressing the student body on 12/9/21 at 8 a.m. to explain the expectations the board has for all Alee Academy. The board also informed the Director that the board would like to schedule a time to address the staff regarding the board's expectations of them as well.*

Meeting adjourned @ 8:00 pm.