

Alee Academy  
 Charter Board Meeting Minutes  
 March 21, 2022  
 5:30 p.m.

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

Members Absent: **Robin Austin**

Attorney Brenda Smith: **Absent**

Call to Order:	<b>Chairman Michael Holland 5:43 p.m.</b>
February Meeting Minutes	<b>Unavailable at this time. The minutes will be emailed to all board members and a vote to approve will be held at the April meeting.</b>
Public Comment - 3 Minutes	<b>No Public Comments</b>
Consent Agenda No items on this month's consent agenda.	Director Cindy Emerick
February Financials - copies provided for approval Enrollment Report - copy provided	<b>February Financials Approved:</b>
Updates and Old Business <ul style="list-style-type: none"> <li>● Security Camera Update           <ul style="list-style-type: none"> <li>○ Installation complete!</li> </ul> </li> <li>● Phone System Update           <ul style="list-style-type: none"> <li>○ Installation begins March 29, 2022</li> </ul> </li> </ul>	Director Cindy Emerick
New Business: <ul style="list-style-type: none"> <li>● Federal reporting of funds (P-card)</li> <li>● My School Bucks</li> <li>● Accreditation</li> <li>● Additional funding for staff training (Title 2)           <ul style="list-style-type: none"> <li>○ CPR/First Aid</li> <li>○ Mental Health First Aid</li> <li>○ Book Study</li> </ul> </li> <li>● Capital outlay Funds -           <ul style="list-style-type: none"> <li>○ Busses</li> <li>○ Property Insurance</li> </ul> </li> <li>● Title 1 Budget           <ul style="list-style-type: none"> <li>○ Loss of approximately \$40,000.00</li> </ul> </li> <li>● Teacher Salary Increase Allocation           <ul style="list-style-type: none"> <li>○ Competitive salaries for veteran teachers</li> </ul> </li> <li>● Paraprofessional Vacancy</li> <li>● School Counselor/Mental Health Liaison status</li> <li>● ESSER I, ESSER II, ESSER III - Copy of Budgets provided</li> <li>● Vacation Pay - Mr. Eiserman</li> <li>● Lake Tech Partnership</li> </ul>	Director Cindy Emerick

### Current Program Status

The FTE count for student enrollment as of March 28, 2022:

Program	Student Enrollment
<b><i>Total FTE</i></b>	<b>206</b>

Applications in process as of March 28, 2022: **19+**

The actual student counts by grade are:

9 <sup>th</sup> Grade	22
10 <sup>th</sup> Grade	52
11 <sup>th</sup> Grade	77
12 <sup>th</sup> Grade	55

### Budget

Attached are copies of:

1. Balance Sheet as of February 28, 2022
2. Income Statement for February 28, 2022

The current assets as of February 28, 2022 are:

Checking United Southern Bank	\$ 47,376.41
Money Market, United Southern Bank	\$ 24,944.61
Total Current Assets	\$ 72,321.02

The next scheduled board meeting will be held on **Monday, April 18, 2022 at 5:30 pm** at Alee Academy.

Meeting Adjourned:

## **Consent Agenda items (for discussion from previous meeting)**

- **Senior Parent Night (Title 1 Event) - 3/9/22**

This is an informational meeting with the seniors and the juniors that will be bumped to senior status. Students will learn their status and purchase graduation items.

- **Transportation Coordinator (Alan Eiserman)**

Alan has not received \$1500.00 of his transportation stipend. He was paid \$500 for 2021 and \$0 for 2022. He has not received any of his \$1000 for the current school year. **Paid**

- **Metal Detector (quotes provided)**

In light of the current situation at schools across our local area and in the local communities that we serve, I believe it is imperative to purchase a new metal detector immediately. This money has been budgeted in the ESSER III project, however the funds have not yet been released. Mrs. Emerick is checking with LCS finance for release dates and permissible purchase dates to ensure reimbursement.

- **Bus Driver Vacancy** - Advertisement - **POSTED ON INDEED**

Debbi Peters resigned (without a 2 week notice). The bus driver position is currently being held by Mr. Chip Chernault and Ms. Hope if/when Mr. Chernault is unavailable. He has indicated that he cannot commit to this position for the remainder of the year. As his wife's caregiver, he may need to take days off so if we can find a driver that would be best, however, if we cannot, he will drive as much as he can. Permission to advertise on Indeed requested.

- **Dismissal Procedure**

Alee Academy has been informed that per statute, we are not permitted to expel students from school. That is the sole responsibility of LCS. So, Alee Academy must decide on a dismissal procedure as we are allowed to dismiss students from our program. For all zero tolerance behaviors as described in the LCS Code of Student Conduct, students are suspended for 10 days. In that timeframe, Alee Academy will proceed with our dismissal procedure and contact Sebrina Dillon-Banks to proceed with the proper steps for expulsion. **NEED DISCUSSION**

## **Agenda items for discussion**

- **P-card**

All federal monies will no longer be reimbursed to a personal card, even with proof for school items. When asked about a school credit card, I was told I need to obtain a P-card. When I contacted the accountant and USB, neither had any information about what this is. I believe it may be a district requirement that we do not have the option of using.

- **My School Bucks**

Online purchases to use for school t-shirts and other school related costs, i.e., graduation expenses, yearbooks, etc.

- **Accreditation**

The Accreditation team will be reviewing our status in April of 2023. We will be expected to pay for all of the team's expenses, i.e., hotel stay, meals, travel, etc.

- **Title 2 Funds - Training**

Training to be provided: Mental Health First Aid (required), CPR (renewal), Book Study. Training will pay for facilitators, materials, and staff pay.

- **Title 1 Funding** - loss of approximately \$40, 000.00 due to student age.

Only able to receive funding for the 91 students under age 18.

- **Competitive Salary for veteran teachers.**

Proposed salaries for current staff is provided for your discussion and review.

- **Paraprofessional Vacancy**

Ms. Marshall has resigned. Requesting payment of her contract through June 30, 2022. Brenda was informed and will be sending a letter.

- **School Counselor/Mental Health Liaison**

Mrs. Daniel was offered a medical leave of absence to address health concerns that have been impacting her ability to effectively complete some of the tasks associated with her position(s). Mr. Holland can provide more information. Mrs. Emerick will provide the most up to date information received. A timeline for the paid medical leave is needed from the board.

- **Vacation Pay for Mr. Eiserman**

With 3 weeks of vacation, it is not possible for him to take this time given that we have only 1 maintenance person. He uses every day in the summer to prepare the school for the upcoming school year. He earns sick time like all other FT employees for times he needs should he be sick, however, he will not use three weeks of vacation due to the nature of his position here. Request to pay out 2 weeks of his vacation and “force” him to take 1 week.

- **ESSER Funds/Budgets** - copies provided for review and discussion

- **Lake Tech Partnership**

I met with Deanna Thomas. She would like to provide an Introductory course for Construction and possibly an Introductory course for Hospitality. This could be offered here as part of our school program with a class called Life Skills. Lake Tech would provide the instructors for the periods the Introductory Lake Tech course(s) are taught but we would also have to have a teacher for the other periods since the Introductory class would only be available for 1 or 2 class periods. We would claim full FTE for the students. They would hopefully then bridge to Lake Tech to further their education in either of those industries. If specific supplies are needed or the students need to access the work areas at Lake Tech, we would provide the transportation to and from.