

Alee Academy  
 Charter Board Meeting Agenda  
 April 24, 2023  
 5:30 p.m.

**Members Present:** Michael Holland, Chloe Bonds-Wormack, Robin Austin, Nan Cobb, Leah Fischer

**Absent:** None

**Attorney:** Brenda Smith - present

Call to Order:	5:30
Approval of March 6, 2023 Meeting Minutes Approval of March 27, 2023 Budget Workshop Meeting Minutes *January correction	<b>Approval</b> <b>1st - Robin Austin</b> <b>2nd - Chloe Bonds Wormack</b>
Public Comment - 3 Minutes each	None
5:45 P.M. Safety & Security - Mike Watt	<ul style="list-style-type: none"> <li>- Dean of Students, Mike Watt &amp; ESE School Specialist, Darlene Boling           <ul style="list-style-type: none"> <li>- J.W. Dismissal Proposal</li> </ul> </li> <li>- Motion to have JW work from home and check in on Fridays           <ul style="list-style-type: none"> <li>- 1st - Nan Cobb</li> <li>- 2nd - Robin Austin</li> </ul> </li> <li>- Guardian Training requested for Mr. Watt. Mr. Watt will work with LCS to complete the training.</li> </ul>
Financials	<p>Provided by Mr. Trainor SAME Accounting</p> <ul style="list-style-type: none"> <li>- Provided the February financials, March was not reconciled yet</li> <li>- Meeting with SAME Accounting (Richard &amp; his team) to be held on May 9th to discuss the 2022-2023 budget and present the budget for 2023-2024.</li> <li>- ESSER III - Per email from Richard to Mrs. Emerick - Advised the board to not be concerned with the negative figure as all monies have not been moved for salaries and all reimbursements have not yet been received from LCS. There will be ESSER III money left over once salaries are approved and the remainder of unused funds will move to next year.</li> <li>- Board will wait to approve financials           <ul style="list-style-type: none"> <li>- Motion to NOT approve the financials until there is more information provided.               <ul style="list-style-type: none"> <li>- 1st - Nan Cobb</li> <li>- 2nd - Chloe Bonds Wormack</li> </ul> </li> </ul> </li> </ul>

**Consent Agenda:**

1. Bus Agreement
2. Request for using bus - wedding
3. Summer Leadership Conference - B.E.S.T. Standards

**Updates and Old Business**

1. Budget Workshop -
  - a. Information provided to members not present at the workshop
2. ESSER III -
  - a. Salary Reimbursements are being processed per Mr. Trainor.
3. Attorney's Report
4. Roof
  - a. Financing Available through Skymark
  - b. Initial documentation provided to USB

**New Business**

1. School Lunch Program 2023-2024
  - a. **Recommendation:** Apply to become your own SFA (school food authority) through the State because we are a high school.
2. Budget Workshop 2023-2024
  - a. May 9, 2023 @ 5:30 p.m. with Richard Trainor
3. POWERHOUSE & UHS Partnership
4. Johnson Control - Tamper Switch Repair

**For Information Only**

1. LCS Charter Site Visit - no final report. All areas recommended by LCS have been corrected
5. Accreditation Review
  - a. Presentation completed. Will receive the report from the evaluator mid-May. Final decision by the committee will be available before our accreditation expires in June.
6. Title 1 2023-2024
  - a. Part A \$53,670.00 (Part D has not been released)
  - b. Staffing Allocation submitted -Reading Teacher
  - c. Remaining dollars - ALEKS subscription
7. ESSER Reimbursements for Murray have been received
8. W/C Insurance - increase of approximately 48%
9. Educator Appreciation Week - May 1 - May 5
10. Edward Jones Simple IRA - Meeting held with some teachers individually
11. LCS Inventory Visit - Several items were not located that were purchased from ESSER I and ESSER II funds (3/12 web cameras, 11/12 projectors - all items purchased prior to SY 2022)
12. EPD Cops & Bobbers event to be held on Saturday, April 29, 2023
13. Grad Bash Event, April 28, 2023 - 22 seniors, 2 chaperones, 1 bus driver
14. Prom - May 5, 2023
15. Graduation May 25, 2023 - **Who is our speaker?** (last day for seniors - May 18, 2023)

**Staff Concerns****Consent Agenda:**

- Director, Cindy Emerick
1. Approval of the Bus Agreement - All board members approved
  2. - MS - asked to use the bus for her wedding. MS will provide a certificate of liability. All board members approved
  3. - Mrs. Emerick to charge mileage for any business that is driven to for liability.
    - All board members approved for 2 to attend the summer leadership conference if Title II pays. Will revisit if they do not approve it.

**Updates and Old Business**

- Director, Cindy Emerick
1. Review of the information provided to board members at the last meeting.
  2. Richard has started working with the district to get reimbursed funds for salary reimbursement.
  3. "Nothing to report"
  4. Roof repair
    - a. Spoke to USB - last year's budget is acceptable to turn in.
    - b. Skymark has financing for 8.9% interest rate, no prepayment penalty.
    - c. Roof on hold until we get an approved budget.

**New Business**

1. Mrs. Emerick to look at the list of assets for South Side Eatery items and what was done with them. No discussion/decision regarding applying for SFA.
2. A reminder of the meeting with Richard Trainor and his team.
3. Powerhouse partnership - all board members approved moving forward with arrangements for the partnership.
4. Johnson Control -
  - a. Leah expressed concerns about not fixing it because of the safety concerns
  - b. Watt to not take the fire drill offline to test if the communication works
  - c. Mrs. Emerick explained the repeated attempts to learn more about the deficiency since JCI was out to fix the same issue last summer. Cost for repair -

over \$7,000.00. Board asked why this was not covered under our contract with JCI. This was part of the information being sought by Mrs. Emerick.

- d. Ms. Smith to send a letter if Mrs. Emerick is unable to get information from JCI by Monday, May, 1, 2023.

**For Information Only**

- Director, Cindy Emerick
- 1. School has addressed all areas discussed at the site visit with the LCS departments. Final report to show compliance/non-compliance has not been made available as of the meeting date.
- 2. Won't get a report until Mid May and final report for accreditation in June.
- 3. Title I - Richard will review numbers and make sure they are accurate for our school. Richard will provide new numbers to Title 1.
- 4. Murray's funds were received from 2021-2022.
- 5. 48% increase in Workers Comp Insurance likely.
- 6. Teacher Appreciation Week starts May 1st. Mrs. Emerick asked the board to stop by if they were available to celebrate our staff.
- 7. Edward Jones met with teachers and anyone interested in beginning an investment/retirement plan.
- 8. LCS Inventory Audit -
  - a. Could not locate webcams purchased from COVID
  - b. One projector was missing
- 9. Cops and Bobbers Event will be on campus this weekend. Certificate of Liability received and on file.
- 10. Grad Bash - April 28th. 4 staff and 24 students attending
- 11. Prom - May 5th - Eustis Woman's Club.
- 12. Graduation - 49 expected (very confident these will finish), 10 are maybes. Several 11th graders will be graduating "early".
  - a. Leah expressed concerns about students that are far behind and asked if they should be looking at a GED or being asked to find education elsewhere. Mrs. Emerick reminded them that as

	<p>an alternative school so many kids are academically behind their peers and that is the purpose of Alee Academy..</p> <ul style="list-style-type: none"> <li>b. Mr. Holland will know by Friday 4/28/23 if Ms. Florida will be able to speak at graduation and will let Mrs. Emerick know.</li> <li>c. Quan will be giving 4 - \$100 scholarships and if someone is interested in a job he will talk to them about that.</li> </ul> <p><b>Staff Concerns</b></p> <p>Amy Clemence - Salary, benefits, and insurance. Additional concern is staff lunch and planning period.</p> <p>Mr. Kelly - Salary and benefits. Also voiced concern that the board does not support the administration when dismissals are brought to the table.</p> <p><b>Open Discussion:</b></p> <p>Leah Fischer - Would like to review the dismissal process moving forward</p> <p>Mr. Watt - To revise and review the student handbook to make sure it matches with the dismissal process.</p>
	<p>Mr. Holland spoke to the board and all at the meeting to inform of discussions had with LCS Board members regarding Alee Academy. Stated that LCS Board is concerned with Alee Academy's finances. As a result, the board is considering dissolving the charter and allowing LCS to take over Alee Academy at the end of the school year. He then requested that Ms. Smith read a statement from LCS: <i>The Board of Directors needs to make a motion to voluntarily dissolve the Charter, effective the last day of school, 2023, and revert all unencumbered funds, land, buildings, and all other public property to the School District by June 30, 2023. Any debts owed, including, salaries, taxes, etc. and any other accounts payable and/or expenses should be encumbered, and they (Alee) would keep those funds to exhaust all of their (Alee's) debts between the last day of school and June</i></p>

	<p>30, 2023.</p> <p>At the conclusion of the reading of the statement, Mr. Holland made a motion to accept the statement from LCS</p> <p>1st Mike Holland  2nd Nan Cobb  Michael Holland - Yes  Nan Cobb - Yes  Robin Austin - Yes  Chloe Bonds Wormack - Did not vote  Leah Fischer - No</p> <p>Mr. Holland stated that if anyone had any ideas on how to improve our financial situation to get his number from Mrs. Emerick and contact him or any member of the board. He then explained that a final vote would be taken after the meeting with the accountant on May 9, 2023.</p> <p>*The remainder of the agenda was not discussed.*</p>
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**Current Program Status**

The FTE count for student enrollment as of April 24, 2023 is:

Program	Student Enrollment
<b>Total FTE</b>	<b>186 (decrease of 9 since last meeting)</b>

**Applications in process as of April 24, 2023:  
Approx. 8**

The actual student counts by grade are:

9 <sup>th</sup> Grade	24 (+2)
10 <sup>th</sup> Grade	44 (-6)
11 <sup>th</sup> Grade	71 (-4)
12 <sup>th</sup> Grade	47 (-1)

The next scheduled board meeting will be held on **Monday, May 22, 2023** at 5:30 pm at Alee Academy.

Meeting Adjourned: 7:33pm

## Consent Agenda

1. Board has been given a copy of the agreement drafted. Approval needed to use the following calculations when invoicing:
  - Flat rate charge - dependent on the organization? **Board agreed to a \$50.00 flat rate for the church organization and Eustis Parks & Recreation's summer program.**
  - Mileage - \$1.00 per mile
  - Bus Driver Compensation - \$20.00 per hour
2. Ms. Straughn has requested to use our bus (and Ms. Hope) to shuttle guests from Mission Inn to her wedding venue (approximately 15 minutes away). She will provide insurance, pay our fee, and for the driver.
3. Summer Leadership Conference - Building on the B.E.S.T. Standards - The leadership conference is being held in Ponte Vedra and is for school leaders and instructional coaches to familiarize themselves with the newest standards - B.E.S.T. This is being offered by the Northeast Florida Educational Consortium. The cost for Mrs. Burnett and I to attend is approximately \$900.00. I believe this is an important conference for us to attend because it will help us better prepare the teachers, choose the correct curriculum, and gain a deeper understanding of the standards that are expected for graduation as they are changing. I believe that Title 2 will pay for this (or a portion - the amount we will receive for Professional Development has not been released yet).

## Updates and Old Business

1. Copies of the minutes from the budget meeting have been provided. Open for discussion to clarify anything in the minutes.
2. Mr. Trainor is currently working to recover ESSER III dollars for any salaries that were approved to be moved from general fund to ESSER III.
3. Attorney's Report - Second request received for the public records request. Also, a subpoena was sent to us from LHS regarding a student (age 18). Forwarded to the attorney for guidance.
4. Roof - financing is available through Skymark and USB. Information from Skymark financing has been provided. USB has to determine what will be used for collateral - buses or the building. USB could get expensive with upfront costs. Insurance representative and I met and he advised us that we are smart to get a new roof as that is the main focus for companies writing policies.

## New Business

1. Application for SFP? Spring Creek food service manager said we could then contract with them to provide the lunches. There would be some initial costs. We did not discuss that but will set a meeting if the board would like to move forward with applying for the SFP. Is this something that we want to do?
2. Budget Workshop with Richard - he and I have met and I have shared my "wishlist" and the non-negotiables for next year. He will provide you with the numbers as they stand on May 9, 2023. Will we be offering employment letters after this meeting?
3. **POWERHOUSE & UHS PARTNERSHIP** - UHS would like to have students from Alee join the students at UHS for the program. We would need to have approval from this board to use the bus to transport to UHS. If the board approves, I will set up a meeting with both Scott Chevalier and Brent Frazier (UHS Principal) to work out the details.
4. Johnson Control - Alan and I believe that we have already had this completed last year. I have been in contact with several people, including Greg Shockley, the manager of the fire side of JCI. Fire inspection is "waiting" to be finalized by EPD because of this tamper switch.