

Alee Academy Charter High School  
 Charter Board Meeting Agenda  
 September 25, 2023 5:30 p.m.

**Members Present:** Chloe Bonds-Wormack, Jennings Neeld, Leah Fischer, Craig Dolan, Mike Gambino, Kathryn Henderson

**Absent:**

**Attorney: Brenda Smith**

<p><b>Call to Order:</b> 5:32 pm          Prayer Mr. Nee</p>	<p><b>Mrs. Emerick</b></p>
<p>Approval of July 17, 2023 Meeting Minutes          Approval of August 28, 2023 Meeting Minutes</p>	<p>July:          Motion to Approve: Craig Dolan          2nd Leah Fischer          All voted in Favor</p> <p>August:          Motion to Approve: Criag Dolan          2nd Leah Fischer          Chloe Bonds Wormack</p> <ul style="list-style-type: none"> <li>- Correction - Chloe asked Mrs. Emerick to inform the Board about Alan Eisermans resignation</li> <li>- Asked about the school improvement plan and if any changes were made.</li> </ul>
<p>Public Comment</p> <ol style="list-style-type: none"> <li>1. Alan Eiserman</li> <li>2. Hope Sceal</li> </ol>	<p>Alan Eiserman 3 minutes -</p> <ul style="list-style-type: none"> <li>- Referenced the cooler breaking</li> <li>- trimming of the hedges</li> <li>- cleaning after school instead of during school.</li> <li>- Expressed displeasure regarding being asked to sign in when on campus which was requested by Mrs. Emerick for payroll reporting as well as safety.</li> <li>- Expressed displeasure that Mrs. Emerick couldn't meet at the first scheduled meeting that was arranged.</li> <li>- Referenced the girl walking down the street. Stated that he pulled over and asked her if she wanted water, she said no.</li> </ul> <p>Hope Sceal 3 minutes -          The shield that was placed at the front desk during COVID was taken down around the desk and would like it back up.</p> <p>Neeld - Said he mentioned about cleaning up the inside of the</p> <p>Emerick - The expectation was for the front office to be kept cleaned.</p>

**Financials**

A copy of the financial information provided by SAME Accounting Services

**Chloe Bonds Wormack** - mentioned the timing of getting the financials. Emerick explained ESSER 2 is about to finish.

Kathryn Henderson - Asked what ESSER is Emerick explained.

Explained where the ESSER funds are and where they will be moved to.

Chloe Bonds Wormack stated she will not approve the financials without a clear picture of what we have for funds.

Gambino - Asked where the salaries are paid from. Emerick stated the 78k in cash is where the salaries come from.

Emerick explained that we have only been in a difficult position to pay salaries because the district did not pay the amount of money we were supposed to get. Richard found the money that was missing and it was corrected. Emerick explained the transition with the new accountant to the new members.

Brenda Smith spoke saying that she has heard and “its out there” that we are not paying our bills.

Chloe stated that if we are not keeping up with the bills then the district is going to try to say we are not financially sound.

Mr. Neeld said that .....is different than what was said.

Chloe is asking for monthly bills.

Craig Dolan - Only needs to know that the bills are being paid.

Brenda - Wants to make sure that our bills are being timely met.

Dolan, Neeld, and Gambino - do not think it is the board’s place to know what bills are being paid and being paid correctly.

Chloe Bonds Wormack asked for a motion to table the financials.

Motion to table the financials until the next meeting:

Leah Fischer

2nd Mike Gambino

Neeld no

Dolan no

Fischer yes

	<p>Henderson yes  Chloe yes  Gambino yes</p>
<p><b>Safety &amp; Security</b></p> <ul style="list-style-type: none"> <li>Dean of Students/ Campus Safety Director</li> </ul>	<p><b>Mrs. Emerick</b></p> <ul style="list-style-type: none"> <li>- Emerick explained that Watt joined the Army and how quickly it happened.</li> <li>- Leah Fischer - Was not happy about us paying for guardian training for Watt.</li> <li>- Hired Matt Elmatti to fill the position. Henderson asked how much the guardian training was and it was about \$4,000</li> <li>- Chloe asked about certification</li> <li>- Leah asked about how guardians are paid at the district schools</li> </ul>
<p><b>1. Updates and Old Business:</b></p> <ul style="list-style-type: none"> <li>Roof</li> <li>Charter Attorney</li> <li>Powerhouse</li> <li>Workforce Wednesday #1</li> <li>Breakfast &amp; Lunch Transport</li> <li>Lawn &amp; Cleaning Company Update</li> </ul> <p><b>2. Attorney Report</b></p> <p><b>3. New Business:</b></p> <ul style="list-style-type: none"> <li>New Board Member Welcome</li> <li>Directors &amp; Officers Insurance Renewal</li> <li>FTE begins 9/29/23, ends 10/12/23</li> <li>Toilet Replacements - <i>vote needed</i></li> <li>Performance Evaluation</li> </ul>	<p><b>Mrs. Emerick</b></p> <p><b>Updates and Old Business:</b></p> <p><b>Roof</b></p> <ul style="list-style-type: none"> <li>- Emerick is trying to get the roof loan not in her personal name and in the name of the school.</li> <li>- Skymark is not being forthcoming with how to do a commercial loan</li> <li>- Two buses were paid off and can be used as collateral</li> <li>- Mr. Neeld and Matt Trewyn brought ceiling tiles</li> </ul> <p><b>Charter Attorney</b></p> <ul style="list-style-type: none"> <li>- Need to revisit to make a decision</li> </ul> <p><b>PowerHouse</b></p> <ul style="list-style-type: none"> <li>- First meeting was a success with 41 students attending</li> <li>- Next meeting is tomorrow</li> </ul> <p><b>Workforce Wednesday</b></p> <ul style="list-style-type: none"> <li>- Great success</li> <li>- Businesses have contacted Emerick since about possible internships</li> <li>- Fischer - 9am Wednesday - Lake Mechanical Tech - Behind Badcock furniture. Career feedback</li> <li>- Henderson - brought up a ferrer and locksmith to possibly come for Workforce Wednesday</li> <li>- 2nd Workforce Wednesday will be this Wednesday with RockingHorse Ranch</li> </ul> <p><b>Breakfast and Lunch Transport</b></p> <ul style="list-style-type: none"> <li>- Explained how she transports breakfast and lunch</li> <li>- Explained how everything is too heavy</li> <li>- Potential for us to get a leftover/discarded van</li> </ul>

- from LCS food service
- Not that we can't handle it but it's getting harder to do it.
- Takes her and another employee to go do it everyday.
- Henderson - asked about numbers changes of students and the possibility of the contract changing.
- Need to apply for a food contact number to be able to work with the other charter schools
- Dolan - Second Harvest can be an option for food.
- Neeld - Maybe a trailer
- Meeting with Charlene

**Lawn & Cleaning Company Update**

- They are doing a good job so far.
- Working out some cleaning kinks

**Attorney Report - Brenda Smith**

- Before Neeld rudely cut her off and nepotism would not be an issue
- Wants to know the bids we received
- The creation of the LLC and the termination of Alan Eiserman
- Chloe - Has an issue with the way the cleaning bids happened
- Chloe said her son didn't have an opportunity to submit an approval
- Emerick August 28th - a topic we discussed and she provided the GFI report that showed their quoted amount. Emerick called Hutto \$4,200 per month for cleaning and lawn maintenance. Received a lawn quote from Joel Bonds but not until after the meeting in which the board voted to approve His & Hers.. Emerick said she got three proposals as was expected with the roof and chose the company based on the cost being less than the other companies .
- Formal request for proposal needs to be put on the website and a bid date.
- Emerick should bring the bids to the board and the board votes on who she recommends.
- Managing the school day to day function not policy.
- Moving forward - Emerick needs to have all the bids and needs to submit the recommendations to the board and the board will decide
- FTE - Wanted to know the current enrollment and how FTE numbers will work
- Leah - Asked about incentives for students to be here during FTE
  - 2 Weeks of Spirit Week
  - Taking them to lunch from a drawing
- Leah - Asked how many days are FTE 11 days

for everyone else and 8 for us. Suggested that the speaker be great for that week

**New Business:**

- New Board Member Welcome
  - Done above
- Directors & Officers Insurance Renewal
  - Done
- FTE begins 9/29/23, ends 10/12/23
  - Friday is a teacher work day so we only get Thursday
  - If more kids come we may need to hire another teacher
- Toilet Replacements - *vote needed*
  - Student kicked toilet sideways and the toilet had to be replaced.
  - While the company was here they inspected them.
  - All are moving - expect for the office women's restroom
  - Many shut off valves are shooting water
  - The company recommended replacement of all of the toilets.
  - Received an electronic quote but has not received it yet in email, it was around \$14.000
  - Request for proposal (ROP), the request is posted on the website. The request can be worded with fixing and/or repairing
  - Fischer - asked if they can be fixed instead of replaced.
- Performance Evaluation
  - Emerick provided the Consortium of Charter Schools Principal Evaluation
  - Fischer - Got an evaluation from Wes Locke at Spring Creek Charter School, said she needs to do a pre-evaluation and have it ready for the next meeting. Emerick to send an email on which areas do not apply to us as an Alternative Charter School. Someone from the board can be added to enter information into the system.

**Emerick**

**Introduction of New Board Members:**

- New members need to do fingerprinting and email
- Board will have Alee Academy emails

<p>Current Enrollment 162  <i>5 in process, 2 additional have been approved but have not started.</i>  Grade Level Breakdown:  9th - 18 10th - 41 11th - 47 12th - 55</p>	<p><b>Mrs. Emerick</b></p>

<p><b>4. Director's Report</b></p> <ul style="list-style-type: none"> <li>● Charter Office visit</li> <li>● Side by side purchase</li> <li>● Lawn mowers</li> <li>● Mr. Watt &amp; Family</li> <li>● Title 1 Annual Meeting</li> </ul>	<p><b>Mrs. Emerick</b></p> <p><b>Director's Report</b></p> <ul style="list-style-type: none"> <li>- Charter Office Visit <ul style="list-style-type: none"> <li>- Emerick and Sheila have been working to fix the issues they brought up at the meeting. MM will be here to review some of the data issues.</li> <li>- Visit will be coming up in Nov.</li> </ul> </li> <li>- Side by Side was purchased</li> <li>- Dumpster was moved out front because of Safety and Security</li> <li>- Title 1 Annual Meeting <ul style="list-style-type: none"> <li>- Report Card Night</li> </ul> </li> <li>- BJs Bingo Donation <ul style="list-style-type: none"> <li>- We received \$633 and will receive a quarterly donation</li> </ul> </li> <li>- Donation - \$1500 donation will be coming in as an anonymous donor</li> <li>- Grants - Fischer needs EIN numbers for grants to be processed</li> <li>- DJJ Meeting - Had a meeting with DJJ and she is going to donate the 5 gal buckets and will be working together to foster relationships with DJJ.</li> </ul> <p><b>Meeting Adjourned 7:41 p.m.</b></p>
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The next scheduled board meeting will be held on **Monday, October 30, 2023** at 5:30 pm at Alee Academy.

**Updates and Old Business:**

**Roof** - No new information available at this time

**Charter Attorney** - recommendation to hire Mr. Arnold's firm to review our by-laws and other legally binding documentation (charter contract, parent/student handbooks, procedures, etc).

**Powerhouse** An update that includes the students' first session will be offered at the September 25th meeting

**Workforce Wednesdays** - Our first guest was Mr. Shawn Derrick, former Alee Academy graduate (2005). He owns Whole Home Pro, a home energy efficiency consultant and solar energy provider. The visit was very well received by the students and prompted three members of the community to reach out to me and request to be a part of the program.

**Breakfast & Lunch** I am currently going to UHS every day to pick up breakfast at 6:15 a.m. on my way into work. I leave at 11:00am to get our lunches at UHS and return to Alee. I return all of the containers the next morning when I stop to get breakfast. This is working out for now. The :LCS field technician that works with us gave me information as to how we may be able to purchase a van from food service when the new vans that have been ordered arrive.

**Maintenance/Cleaning:** His & Hers Cleaning has been doing a great job.

## **Attorney Report**

*No information has been provided to me from Brenda. I have also not received any legal information at the time of this preliminary agenda.*

## **New Business:**

**New Board Members:** *Ms. Henderson was recommended by Leah and approved by the board at the August meeting. Mr. Gambino was approved during the July meeting, however, he was not approved to begin his service as a member of the governing board until a 7th member was approved. Now that Mr. Gambino and Ms. Henderson have both been approved, we will officially welcome them to the governing board of directors during the September meeting.*

**Title 1 Meeting & Report Card Night:** *The annual Title 1 meeting will be held at Alee Academy on Wednesday, October 11, 2023 at 5:30 p.m. We will provide dinner to parents. At 6:00, parents will be invited to visit the classrooms and meet the teachers to discuss report cards. During this meeting, parents will be given a copy of their student's success plan, graduation requirements, and the diploma option signature page. All expenses for this event will use Title 1 Parent & Family Engagement funds.*

**Directors & Officers Insurance Renewal** *this policy has been renewed with an effective date of 9/26/23. The total premium is \$12,544.35.*

**FTE** *begins 9/29/23, ends 10/12/23*

**Toilet Replacement:** *We had an unfortunate toilet incident Tuesday that required a plumber to be called out. Upon inspecting all the toilets in the building (12 total), it was determined that they were all loose, several flanges were broken and several shut off valves and other parts were leaking or not working properly. The total cost is approximately \$15,000.00. Two of the toilets had to be replaced immediately due to water leaking and the "incident" that rendered one completely not functional.*

## **Director's Report**

**Charter Office visit:** *scheduled on Friday, October 27 from 9:00 - 11:00. This is a follow up visit to the Superintendent's visit over the summer.*

**Side by side purchase:** *I purchased a 2003 Yerf Dog side by side for \$1,900.00.*

**Lawn mowers:** *Kyle Boling, our contracted lawn maintenance provider, requested to use either of our mowers to assist in mowing the back field. I gave him permission as both of our mowers have a much larger mowing deck than the mower he currently has but requested that he check it out for safety prior to using it. Upon his inspection, he discovered there was a white rope tangled all around the blades along with a belt. He also reported that it had a belt that appeared to have been cut. He agreed to maintain the yellow mower and has purchased a new belt and untangled the rope from the blades. He is going to see if he can get the red mower running.*

## **Donations Received:**

- *\$1500.00 donation to be put toward the cost of the side by side.*
- *\$633.00 donation from BJs Bingo to be used for student recognition events or to fulfill specific needs, i.e. chromebooks, chargers, uniforms for students that are unable to purchase them.*