

**MINUTES OF THE
 ACADEMIC AND CAREER EDUCATION ACADEMY
 BOARD OF DIRECTORS**
*Regular Meeting
 May 11, 2017*

I. CALLED TO ORDER AT: 3:50 p.m.

		Administration	
Marisa Boulton, Trustee	P	Lyn Knapp, CAO	P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal	A
Denise Derr, Secretary/Treasurer	A		
David Koch, President	P		
Ellie Morse, Vice-President	P	Rose Whaley, Recording Secretary	P

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. The Board acknowledged a \$500 grant from Reach Higher and Better Make Room.

V. CONSENT AGENDA

A. Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the following consent agenda as presented for the May 11, 2017 Regular Meeting.

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr					

Motion carried 4 – 0

- 1. Minutes** **Attachment 1**
April 20, 2017 Regular Board Meeting Minutes to be approved as prepared and presented.

- 2. Treasurer's Report** **Attachment 2**
The financial report as presented and the bills approved in the following amounts:
Purchases Recorded

Requiring Board Approval (March) \$81,798.29

Total Items for Approval \$81,798.29

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic – (Safety and Security) - Tabled
2. The NCSI Board Policy Updates – fall 2016 first read was tabled.
3. NCSI Board Policy Update – Procurement – Federal Grants/Funds (6325) – First Read
 - a. Discussion was heard as to requirements for Districts to have the Policy in place by July 1st.
 - b. NCSI has provided good information in line with OMB guidelines.
 - c. First read was held.
4. Discipline Committee Report
 - 1) None.

B. Administration

1. Staff and Student Activities
 - a. Tabled reports in Michelle's absence.

C. Administrative Activities

- a. The financials through April 2017 were reviewed.
- b. Lease Agreement

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- 1) The lease agreement between ACEA and Education and Training Connection is a one-year agreement.
 - 2) Wording was added that maintenance and repairs does not include repairs caused by student damage.
 - 3) The lease will now include utilities.
 - i. Discussion was heard.
- c. Budget Workshop / Draft Budget 2017-18
- 1) No final word from Lansing on fte amount.
 - i. This draft budget assumes \$1,561 / fte (\$50 increase), which is conservative.
 - 2) Fall count is placed at 104 – relatively static from 2016 – 17.
 - 3) Section 25 is added conservatively at \$10,000.
 - 4) Expense figures are a basic projected rollover with the exception of grants and associated expenses which are going away in 2017-18.
 - 5) We will know by next month if we will be applying for a State Aid Note. If we do not, costs will be saved in interest and legal fees.
 - 6) This budget ends a bit over \$20,000 in the red, but the ending fund equity is still acceptable and anticipated at over 15%. We would not want to make a habit to continue to deplete funds this way, but to approve a beginning budget for the start of the year with many unknown factors seems advisable at this point.

VII. ACTION ITEMS

11-1 Moved by Cardon-Weiss, supported by Boulton, that the ACEA Board of Directors table the first read of the NCSI Board Policy Updates - fall 2016.

Motion carried 4 – 0

11-2 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the first read of the NCSI Board Policy Updates – Procurement Policy Federal Grants/Funds (6325) as presented.

Motion carried 4 – 0

11-3 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the first read of the lease agreement with Education and Training Connection for 2017-18 as presented.

Motion carried 4 – 0

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11-4 Moved by Koch, supported by Boulton, that the ACEA Board of Directors table the first read of the ACEA 2017 -18 Calendar as presented.

Motion carried 4 – 0

VIII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:58 p.m.

The next meeting date: Thursday, 22, 2017 at 3:45 p.m.

X Denise Derr

Denise Derr
Secretary/Treasurer

6/22/17

Date