

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
April 20th, 2022*

I. CALLED TO ORDER AT 3:49 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P	Nancy Poccocke, Secretary	P
Ellie Morse, Trustee	P		

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD**V. CONSENT AGENDA**1. Minutes**Attachment 1**

March 16, 2022 Regular Board Meeting Minutes to be approved as presented.

2. Treasurer's Report - March**Attachment 2**

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded Requiring Board Approval (Mar.)	\$ 97,074.28
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 97,074.28</u>

Moved by Cardon-Weiss, supported by Koch, that the ACEA Board of Directors approve the preceding consent agenda as presented for the March 16, 2022 Regular Meeting.

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

Motion carried 5 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The Monthly ESP Topic – Budget Process

a. Nancy shared that the Principal, Human Resources and the Business Manager were going to get together to start Fiscal year 2022-2023 budget for wages and benefits for everyone. Morse made a comment concerning raises for the teachers to keep our staff from looking elsewhere as there are many openings due to the teacher shortage. Lance shared that Lyn had shared with him earlier in the day that Health insurance went up 15%.

B. Administration

1. Staff and Student Activities

- a. Lance discussed the following student activities:
 - i. Prom will be at the Homer Township Hall on Saturday night May 14, 2022 from 6 pm to 9 pm.
 - ii. Graduation is May 31, 2022 at 6 pm at the Bullock Creek Auditorium.
 - iii. Last day of school is June 2, 2022 and he is working on the calendar for the 2022- 2023 school year.

2. Administrative Activities

- a. Lance shared that most of the State testing was finished, only make-ups remain.
- b. Lance shared he will be interviewing Monday a potential Science teacher for our open position. ACEA will be looking for a Social Studies teacher for the 2022-2023 school year as well.
- c. The Board of Directors will meet at 2:45 pm for the May 18, 2022 Board meeting for the Budget/Workshop.

VII. ACTION ITEMS

9-1. Morse’s term ends June 30, 2022. Morse shared that she would be out of town a lot this year and was concerned she will not be able to attend meetings. Morse will finish her term through June 30, 2022. Boulton shared that she had reached out to a former student of ACEA’s to see if she would be interested in serving on ACEA’s Board. Boulton is going to invite Teresa Coates to the May Board meeting.

VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:18 p.m.

The next meeting date is scheduled for Wednesday, May 18, 2022 at 2:45 pm – Board Budget/Workshop and 3:45 p.m. – Regular Meeting.

Manisa Baulton - President

Denise Derr
Secretary / Treasurer

5/10/22

Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
August 18th, 2021*

I. CALLED TO ORDER AT 3:45 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P: 3:47	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P		
Ellie Morse, Trustee	A	Christine Murphy, Recording Secretary	P

Visitors Present: Jamie Rivette, Yeo & Yeo

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. Yeo and Yeo Audit Presentation of 2020-2021 was given by Jamie Rivette

1. She gave ACEA the highest opinion, an unmodified opinion
2. Jamie explained that the "Other Governmental Funds" category includes both the food Service Funds and the Student Activity Funds
3. The General Fund revenue was \$990,356; 86% state aid, 5% federal and 9% local
4. Expenditures totaled \$943,715 and were 37% instructional, 63% supporting services, and less than 1% other
5. The change in general fund balance was an increase of \$46,641
6. Ending general fund balance is \$310,317
7. Under the Internal Controls section Jamie discussed one (1) material deficiency and non-compliance
8. Jamie noted the required governance letter and the changes under the accounting standards section which she discussed with administration during the audit:
 - a) One change related to GASB 84 which brings the student activity fund into the audit
9. The Board thanked Jamie for presenting

V. CONSENT AGENDA

1. Minutes

July 21st, 2021 Organizational/Regular Board Meeting Minutes to be approved as presented.

Attachment 1A

2. Minutes

Attachment 1B

July 30th, 2021 Special Board Meeting Minutes to be approved as presented.

3. Treasurer's Report

Attachment 2

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded Requiring Board Approval (July)	\$ 51,789.78
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 51,789.78</u>

Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the preceding consent agenda as presented for the August 18th, 2021 Regular Meeting.

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

Motion carried 4 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topics

a) Principal's Responsibilities

- (1) Lance stated some of the school leader's functions he's been working on including professional development, school discipline, attendance policy and relationship building
- (2) He has been meeting with the teachers individually to discuss the year, history and culture of ACEA
- (3) Lance has also been mentoring with Michelle regarding budget, school reports and important timelines

b) End of Year Summary / Topic Review was held

- (1) No new topics were requested

2. NCSI Board Policy Updates – Fall 2020, Spring 2021 and EDGAR Updates – second read was held.

- a) 7450 Page 1 of 2 had a duplicative paragraph that needs to be removed

B. Administration

1. Staff and Student Activities

a. Lance stated that:

- i. Summer School had approximately 5 students per day
- ii. Enrollment for the upcoming year is at about 71 including online and night school students
- iii. Staff has returned this week and Lance went over all the newly hired staff members as well as the returning staff

2. Administrative Activities

- a. The 2020-2021 Addenda with the ESP were presented

VII. ACTION ITEMS

2-1 Moved by Derr, supported by Koch, that the ACEA Board of Directors approve the Yeo and Yeo Audit Report 2020-2021 as presented.

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

Motion carried 4 – 0

2-2 Moved by Cardon-Weiss, supported by Derr, that the ACEA Board of Directors approve the second reading of the NCSI Board Policy Updates – Fall 2020, Spring 2021 and EDGAR Updates as amended.

Motion carried 4 – 0

2-3 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the attached addenda (listed below) with Education and Training Connection (the ESP) for services to ACEA for the 2021-22 school year.

Addendum III	Instructional Svcs.	\$293,608.27
Addendum III-2	Counseling Svcs.	\$ 29,494.48
Addendum III-4	Title I Data Resource	\$ 5,800.00
Addendum IX	Reading Tutor	\$ 7,949.98
Addendum X	Math Tutor	\$ 9,918.13
Addendum XI	Student Success Coord.	\$ 30,675.09
Addendum XIII	Adult Advocate	\$ 13,290.68

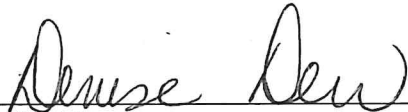
	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse		
Derr	X				

Motion carried 4 – 0

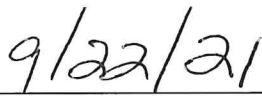
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:33 p.m.

The next meeting date is scheduled for Wednesday, September 22nd, 2021 at 3:45 p.m. – Annual Report Meeting / Regular Meeting.



Denise Derr
Secretary / Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
December 15th, 2021*

I. CALLED TO ORDER AT 3:44 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	A
David Koch, Vice-President	P		
Ellie Morse, Trustee	A	Christine Murphy, 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. None

V. CONSENT AGENDA1. Minutes

November 17th 2021 Regular Board Meeting Minutes to be approved as presented.

Attachment 1

2. Treasurer's Report

The financial report as presented and the bills be approved in the following amounts:

Attachment 2

Purchases Recorded Requiring Board Approval (Nov.)	\$ 100,750.83
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 100,750.83</u>

Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the preceding consent agenda as presented for the December 15th, 2021 Regular Meeting.

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

Motion carried 4 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Lance gave a marketing update as the monthly ESP topic:
 - a) So far everything is status quo for the cinema ad and the direct mailers/flyer (Valpak) that go out
 - b) During the upcoming summer he would like to take a good look at our marketing strategy and maybe make some changes
 - c) He has two focuses: the financial aspect and the academic aspect of the marketing
 - d) In the future he'd like to explore more of the academic aspects such as potential for CTE, dual enrollment with Delta, adding new sports and revamping the virtual school options.

2. The NCSI Board Policy Updates – Fall 2021 second read was held

B. Administration

1. Staff and Student Activities
 - a. Lance updated the board on the following activities:
 - i. The building-wide thanksgiving luncheon was held and was a huge success due to a wonderful team effort
 - ii. Nest time is returning
 - iii. Student Council presented ideas for holiday celebrations which will be held on 12/21 & 12/22 and will include Santa grams, stocking decorating, hot cocoa and music
 - iv. Winter Break will begin Wednesday, 12/22/21 through Sunday, 1/2/22 and students will return on Monday, 1/3/22
 - v. Staff is working on improving the Virtual Learning Program
 - vi. There has been a lot of cohesiveness among teachers and administration as well as student input when it comes to looking at future curriculum ideas for ACEA. Ideas that have developed include web design, personal finance, air conditioner/heating, cooking, SAT prep., wellness and guitar.

2. Administrative Activities
 - a. Lance has started his 5D administrator training
 - b. An update was given regarding Student Safety and how ACEA Administration handles any situations deemed threatening in light of the Oxford High School shooting.

VII. ACTION ITEMS

6-1 Moved by Koch, supported by Cardon-Weiss, that the ACEA Board of Directors approve the Second Read of the NCSI Board Policy Updates – Fall 2021 as presented.

Motion carried 4 – 0

VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:13 p.m.

The next meeting date is scheduled for Wednesday, January 19th, 2022 at 3:45 p.m. – Regular Meeting.



~~Denise Derr~~ Marisa Boulton
~~Secretary/Treasurer~~ President

1/19/22

Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Regular Meeting
February 16th, 2022

I. CALLED TO ORDER AT 3:44 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P(Zoom)	Nancy Poccocke, Business Manager	P
Ellie Morse, Trustee	P	Christine Murphy, 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. None

V. CONSENT AGENDA1. Minutes

January 19th, 2022 Regular Board Meeting Minutes to be approved as presented.

Attachment 1

2. Treasurer's Report

The financial report as presented and the bills be approved in the following amounts:

Attachment 2

Purchases Recorded	
Requiring Board Approval (Jan.)	\$ 84,931.73
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 84,931.73</u>

Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the preceding consent agenda as presented for the February 16th, 2022 Regular Meeting.

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

Motion carried 4 – 0 (Dave Koch agreed in favor but abstained from vote due to not being physically present at the meeting)

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The Monthly ESP Topic - Staff Evaluations

- a) Lance reported that he just finished his formal training in 5D. ACEA previously used the Charlotte Danielson model but Lance was having trouble finding local districts that offered training on it. He was informed that many of the local districts are currently using the 5D rubric and he was able to find more options for training on that model.
- b) There is talk at the state level of the formal evaluations being waived for 2021-2022 school year.
 - (1) Either way, Lance plans to use the previously approved template to evaluate all teachers and work with ETC’s HR Department to make sure all support staff gets evaluated by May.
- c) Late spring/early summer Lance would like to introduce the new domains from the 5D rubric to the teachers in order to prepare them and set expectations for the upcoming year.

B. Administration

1. Staff and Student Activities

- a. Lance discussed the following student activities:
 - i. Valentine’s dance
 - ii. Woodshop classes
 - iii. Potential for Prom
- b. Nancy Pococke, ACEA’s Business Manager, was formally introduced to the Board. She shared a little bit about herself including her 25 years of accounting experience.
 - i. The Board thanked Nancy for attending in addition to the work that she does

2. Administrative Activities

- a. Lance shared that they are starting to prepare for 2nd count
- b. Pre ID for state testing in the spring
 - i. Mentoring from Michelle regarding cohorts and the matching of MSDS to SDS

- c. The Annual Educational Report (AER) was submitted prior to the Feb. 15th deadline
- d. Lance is working on recognition and rewards for staff out of the ESSER III budgets that were recently approved.
 - i. Full-time teachers would be awarded more than part-time teachers but individuals who offered additional support may get more as well
- e. NWEA Benchmark scores were discussed
 - i. This will be posted on the Transparency Reporting page of the ACEA website
 - ii. So far we have mid-year data which we can compare to the end of year data we gather

VII. ACTION ITEMS

None

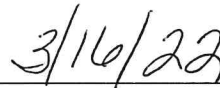
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:09 p.m.

The next meeting date is scheduled for Wednesday, March 16th, 2022 at 3:45 p.m. – Regular Meeting.



Denise Derr
Secretary /Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
January 19th, 2022*

I. CALLED TO ORDER AT 3:47 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	A	Gregory Paxton, C.A.O	P
David Koch, Vice-President	A		
Ellie Morse, Trustee	P	Christine Murphy, 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. None

V. CONSENT AGENDA1. MinutesDecember 15th, 2021 Regular Board Meeting Minutes to be approved as presented.**Attachment 1**2. Treasurer's Report**Attachment 2**

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded Requiring Board Approval (Dec.)	\$ 88,178.51
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 88,178.51</u>

Moved by Cardon-Weiss, supported by Morse, that the ACEA Board of Directors approve the preceding consent agenda as presented for the January 19th, 2022 Regular Meeting.

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

Motion carried 3 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The Monthly ESP Topic of Staffing was given by Christine:
 - a) Administration consists of 1 FTE Principal plus a total of .26 FTE for an Assistant Principal and the C.A.O.
 - (1) Michelle Zielinski is mentoring Lance on an hourly basis for approximately 10 hours a week
 - b) Office Personnel includes:
 - (1) 1 FTE Office Professional
 - (2) .75 FTE Student Service Coordinator (includes Food Service/clerical)
 - (3) .625 FTE Business Manager
 - (4) .375 FTE Student Records
 - c) 1 Part-Time Counselor
 - d) 8 Teachers (4 are full-time / 4 are part-time)
 - e) Support Staff (federally funded) are:
 - (1) 1 part-time Reading Tutor (10-12 hours/week)
 - (2) 1 part-time Math Tutor (10 hours/week)
 - (3) 1 full-time Student Success Coordinator (37.50 hours/week)
 - (4) 1 part-time Adult Advocate (18 hours/week)
 - f) 1 part-time College Advisor (shared with Bullock Creek)

2. Lance presented the Emergency Operations Plan. The plan is presented in a new template but the bulk of the information within it is the same as last year. He updated the personnel as needed, code red and added new information such as class rosters. Lance would like to spend time over the summer to put together a crisis management team, whose responsibility would be to thoroughly go through the document and become well trained in the procedures.
 - a) At this point ACEA has met all of their drill requirements
 - b) Marisa thought she may be able to recommend a school resource officer and Ellie may know someone as well.

B. Administration

1. Staff and Student Activities
 - a. Lance updated the board on the following activities:
 - i. 8 Staff members attended First Aid/CPR Training
 - ii. Students came back from the break excited
 - iii. A PD day was held on 1/17/22
 - iv. Getting ready for spring testing (SAT/PSAT)

- v. One staff member moved into a part-time remote capacity

2. Administrative Activities

- a. Working on the Consolidated App
- b. We are going to have a Title audit so Lance and the new Business Manager have been familiarizing themselves with Title.
 - i. Lance mentioned how great Nancy has been
 - 1. The Board asked for Nancy to be invited to a future meeting so they could meet her
- c. Working on the ESSER III Budgets
- d. The attendance process has been streamlined
- e. Marko did a great job on the Civil Rights Data Collection
- f. Working with Jacob Sullivan at the Clare/Gladwin RESD on some SDS software issues relating to section 25

VII. ACTION ITEMS

7-1 Moved by Morse, supported by Boulton, that the ACEA Board of Directors approve the Emergency Operations Plan as presented.

Motion carried 3 – 0

VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:22 p.m.

The next meeting date is scheduled for Wednesday, February 16th, 2022 at 3:45 p.m. – Regular Meeting.



Denise Derr
Secretary / Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Organizational/Regular Meeting
July 21st, 2021

** The presiding officer, President David Koch chaired the organizational meeting until the organization of the Board was complete.

I. CALLED TO ORDER AT 3:47 p.m.: Roll Call

Marisa Boulton	P	Lyn Knapp	P
Terri Cardon-Weiss	P	Lance Berrier, Principal	P
Denise Derr	P	Gregory Paxton	A
David Koch	P	Kim Rapanos	A
Ellie Morse	P	Christine Murphy	P

Visitors Present: Michelle Zielinski

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. Organization of the Board for 2021– 2022

The chair entertained nominations for officers to serve from July 1, 2021 to June 30, 2022, or until the next organizational meeting of 2022 if appropriate.

1. Koch nominated Boulton for the office of President, which was seconded by Derr.
2. Boulton nominated Koch for the office of Vice-President, seconded by Derr.
3. Koch nominated Derr for the office of Secretary/Treasurer, seconded by Cardon-Weiss.

Moved by Cardon-Weiss, supported by Derr that nominations be closed.

Motion carried 5 - 0

Moved by Cardon-Weiss, supported by Boulton that the ACEA Board of Directors approve the 2021– 2022 ACEA Board Officers as presented.

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

Motion carried 5 – 0

** The Organization of the Board of ACEA for 2021 – 2022 now being complete, the meeting is turned over to the President-Elect, Marissa Boulton.

B. Authorizations, Appointments, and Designations for 2021 – 2022 Consent Agenda

1. Selection of Counsel

The ACEA Board of Directors retains Brian Swanson, MASUD Labor Law Group to be the legal counsel for Academic and Career Education Academy for the 2021 – 2022 school year.

2. Appointment of External Auditor

The ACEA Board of Directors appoints Yeo and Yeo, PC as the external auditors for Academic and Career Education Academy for the 2021 – 2022 school year.

3. Chief Administrative Officer

The ACEA Board of Directors approves Gregory Paxton to be designated as Chief Administrative Officer for Academic and Career Education Academy, as such to be responsible for the preparation, presentation, and control of the recommended budget throughout the 2021 – 2022 school year.

4. Board Recording Secretary

The ACEA Board of Directors appoints Christine Murphy as Board Recording Secretary for 2021 – 2022. Compensation for services shall be \$100.00 per meeting.

5. Selection of Depository

The ACEA Board of Directors approves TCF Bank (formerly Chemical Bank & Trust Co.) (Huntington National Bank effective 10/12/21) to be the depository for the Academy.

6. Signature Authorization

The ACEA Board of Directors authorizes the President and Secretary/Treasurer of the Board to sign General Fund checks with signatures or facsimile signature when the template/stamp arrives or as authorized in the accounting software.

7. Directors and Officers Liability Bond

The ACEA Board of Directors approves the Directors and Officers Liability Bond for \$1,000,000 (one million dollars) coverage.

8. Payment to Educational Service Provider

The ACEA Board of Directors authorizes payment of lease payments, utility payments, and addenda under the Service Provider Agreement, and any other periodic payments that are Board authorized.

9. Signature on Legal Documents

The ACEA Board of Directors authorizes the C.F.O. or ACEA Board President to sign legal documents relating to actions which the Board approves by specific or established policy.

10. Invest Academy Funds

The ACEA Board of Directors authorizes the C.F.O. and/or the C.A.O to invest Academy funds consistent with Board policy.

11. Chief Financial Officer
 The ACEA Board of Directors approves Lyn Knapp to be designated as Chief Financial Officer for Academic and Career Education Academy.

12. Electronic Transfer Officer
 The ACEA Board of Directors designates the E.S.P Business Specialist as the regular Electronic Transfer Officer and the Chief Financial Officer of ACEA as the backup Electronic Transfer Officer, as needed.

13. Approval of Spending for Purchases
 The ACEA Board of Directors, in accordance with the ACEA Purchasing Policy, authorizes the C.F.O. of ACEA to approve expenditures of less than \$8,000 on behalf of the Board of Directors for the 2021 – 2022 school year.

14. Purchasing of \$8,000 or More
 The ACEA Board of Directors, in accordance with the ACEA Purchasing Policy, establishes that expenditures of \$8,000 or more require Board approval prior to purchase.

15. Designation of FOIA, 504, Civil Rights, Title IX, Title XI Contact
 The ACEA Board of Directors designates the Principal of ACEA as responsible for receiving, reviewing, and responding to Freedom of Information Act (FOIA), 504, Civil Rights, Title IX and Title XI requests/claims for the 2021 – 2022 school year.

16. Designation of Person Authorized to Post Notice
 The ACEA Board of Directors grants the Principal of ACEA and the Board Recording Secretary the authority to post notices for 2021 – 2022.

17. Designation of Public Places to Post Notice
 The ACEA Board of Directors resolves that the calendar and individual meeting notices of regularly scheduled and special meeting date notices for the Board for 2021 – 2022 shall be posted at the Education and Training Connection building, the MCESA building and/or in the *Midland Daily News*.

18. Designation of Media Publication
 The ACEA Board of Directors designates the *Midland Daily News*, Midland, Michigan as the official media for posting of legal notices for 2021 – 2022.

Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the preceding consent agenda as amended for the July 21st, 2021 Organizational Meeting.

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

Motion carried 5 – 0

19. Regular Meetings of the ACEA Board of Directors

Moved by Morse, supported by Derr, that the ACEA Board of Directors hold its regular meetings at Education and Training Connection, 884 E. Isabella Road, Midland, Michigan 48640, at 3:45pm (unless otherwise noted) on the following dates:

July 21st, 2021 Organizational/ Regular Meeting	Wednesday, October 20th, 2021 Regular Meeting	Wednesday, January 19th, 2022 Regular Meeting	Wednesday, April 20th, 2022 Budget Workshop
Wednesday, August 18th, 2021 Regular Meeting	Wednesday, November 17th, 2021 Regular Meeting	Wednesday, February 16th, 2022 Regular Meeting	Wednesday, May 18th, 2022 Budget Workshop
Wednesday, September 22nd, 2021 Annual Report / Regular Meeting	Wednesday, December 15th, 2021 Regular Meeting	Wednesday, March 16th, 2022 Regular Meeting	Wednesday, June 22nd, 2022 Budget Hearing

The Board also set July 20th, 2022 at 3:45 p.m. as the Organizational/Regular Meeting for 2022-23.

Motion carried 5 – 0

20. Appointment of Committees

Moved by Koch, supported by Derr, that the ACEA Board of Directors appoints the following committees for 2021 – 2022:

Motion carried 5 – 0

Discipline Committee

Denise Derr, ACEA Board Member; Terri Cardon-Weiss, ACEA Board Member; Lance Berrier, ACEA Principal and ACEA Teacher (rotating)

Oversight Committee

Ellie Morse, ACEA Board Member; David Koch, ACEA Board Member; Lance Berrier, ACEA Principal; and ACEA Teacher (rotating)

21. Association Membership

Moved by Cardon-Weiss, supported by Boulton, that the ACEA Board of Directors retains Membership in MAPSA (Michigan Association of Public School Academies) for 2021 – 2022.

Motion carried 5 – 0

REGULAR MEETING

V. CONSENT AGENDA

1. Minutes **Attachment 1A**
 June 23rd, 2021 Budget Hearing Meeting Minutes be approved as presented.

 2. Minutes **Attachment 1B**
 June 23rd, 2021 Regular Board Meeting Minutes be approved as presented.

 4. Treasurer’s Report **Attachment 2**
 The financial report as presented and the bills be approved in the following amounts:
- | | | |
|---------------------------------|-----------|-------------------|
| Purchases Recorded | | |
| Requiring Board Approval (June) | \$ | 109,917.35 |
| Open Invoices | | - 0 - |
| Total Items for Approval | <u>\$</u> | <u>109,917.35</u> |

Moved by Koch, supported by Derr that the ACEA Board of Directors approve the preceding consent agenda as presented for the July 21st, 2021 Regular Meeting:

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

Motion carried 5 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

- A. Board of Directors
 1. Monthly ESP Topic – Principal Job Role/Responsibilities
 - (1) Tabled until August
 2. NCSI Board Policy Updates – Fall 2020, Spring 2021 and EDGAR Updates
 - a) First reading was held and discussion ensued on definition and number of Compliance Officer’s needed in section 2260 pg. 7 of 11.

- B. Administration
 1. Staff and Student Activities
 - a. Lance reported that:
 - i. He’s been meeting with students for the upcoming year
 - ii. Summer school has been going on and running smoothly
 - iii. The fair is coming up next month

 2. Administrative Activities
 - a. Audit Update
 - i. ACEAs audit happened during this week July 19th – 22nd

- ii. We plan to have Yeo & Yeo present their findings to the Board in August or September.
- b. Lance held the reconfirmation meeting from the Extended COVID-19 Learning Plan.
 - i. For the period of June, all students were back to the normal hybrid model which includes face-to-face 4 days a week with virtual learning on Wednesdays.
 - ii. Lance reviewed the number of students participating in Face-to-Face vs. all online. ACEA does not have any English language learners.
 - iii. A chart was presented based on how many (2) two-way interactions occurred for each week:

June	All Students Gr. 9-12	100% Remote	Not 100% Remote
Week of 06/01	58%	50%	62%
Week of 06/07	50%	57%	49%

VII. ACTION ITEMS


- A. Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the first reading of the NCSI Board Policy Updates – Fall 2020, Spring 2021 and EDGAR Updates as presented.

Motion carried 5 – 0

VIII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 5:14 p.m.

The next meeting date is Wednesday, August 18th at 3:45 p.m.



 Denise Derr
 Secretary / Treasurer

8/18/21

 Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Special Meeting
July 30th, 2021*

I. CALLED TO ORDER AT: 10:00 a.m.

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	A	Gregory Paxton, C.A.O	A
David Koch, Vice-President	P		
Ellie Morse, Trustee	P	Christine Murphy, Recording Secretary	P

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS

A. None

IV. DISCUSSION, REPORTS, PRESENTATIONS

A. Revised Student Handbook for 2021-2022

1. The changes to the student handbook were shared by Mr. Berrier
 - a.

B. Revised ACEA Calendar for 2021-2022

1. A revised calendar was discussed. Some revision requests were made relating to the color of the highlighting on the calendar.

V. ACTION ITEMS

1S-1 Moved by Koch, supported by Boulton, that the ACEA Board of Directors accepts the changes made to the student handbook 2021-2022 as presented.

Motion carried 4 – 0

1S-2 Moved by Koch, supported by Boulton, that the ACEA Board of Directors approve the revised 2021-2022 ACEA Calendar as amended.

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

Motion carried 4 – 0

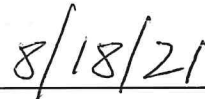
VI. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 11:40 a.m.

The next meeting date is August 18th, 2021 at 3:45 p.m. – regular meeting

X 

Denise Derr
Secretary/Treasurer



Date



ACEA MISSION STATEMENT

The Academic and Career Education Academy (ACEA) provides innovative educational opportunities for achieving individual success through discovery, exploration, and the pursuit of student potential. Our unique, challenging, and flexible curriculum inspires excellence and confidence in academic and career endeavors.

**Board of Directors
884 E. Isabella Rd.
Midland MI 48640**

**Wednesday, June 22, 2022
3:45 p.m. Regular Meeting**

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

REGULAR MEETING MINUTES

I. Call to Order: Roll Call

Board of Directors:

Administration:

Marisa Boulton, President	<u>P</u>	Lyn Knapp, C.F.O.	<u>P</u>
Terri Cardon-Weiss, Trustee	<u>P</u>	Lance Berrier, Principal	<u>P</u>
Denise Derr, Secretary/Treas.	<u>P</u>	Greg Paxton, C.A.O.	<u>P</u>
David Koch, Vice-President	<u>P</u>	Nancy Pockocke, Secretary	<u>P</u>
Ellie Morse, Trustee	<u>NP</u>		

Visitors Present: None

II. Public Comments

III. Hearing for ACEA 2021-2022 General Fund Final Budget Revision, 2021-2022 Food Service Final Budget Revision and 2022-2023 General Fund First Budget and 2022-2023 Food Service First Budget.

IV. Business of the Board

V. Consent Agenda

1. Minutes **Attachment 1**
 May 18, 2022 Regular Board Meeting minutes be approved as prepared and (presented / amended).

2. Treasurer's Report –May **Attachment 2**
 The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded	
Requiring Board Approval	\$ 131,371.64
Open Invoices	-0-

Total Items for Approval

\$ 131,371.64

Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the consent agenda as presented for the June 22, 2022 Regular Meeting.

Motion carried 4 - 0.

VI. Discussion, Reports, Presentations

A. Board of Directors

1. Monthly ESP Topic – Marketing

Lance shared ACEA has marketed through Platemate, Valpak, Screenvision, Booth at the Fair, Fair book and Spectrum and a retractable banner for 2021-2022 school year. In 2022 – 2023 school year, he would like to have a Video Newsletter on Social Media and Coffee with the principal during a school day and Saturday morning.

2. Approval of ESP Provider Agreement

Nancy shared the ESP Provider agreement was the same as the previous year and the only change was the dates on the agreement.

3. Approval of Board Policies

Lance shared the changes to the Board Policies as mentioned in the May Board Meeting

4. M.Co.Net Subscriber Agreement

Nancy shared the agreement sent by M.Co.Net

5. Charter School Contract

Nancy shared the Charter School Contract between Academic and Career Education Academy and Midland County Educational Service Agency. The Board of Directors will vote on accepting the Charter School Contract at the July 20, 2022 Regular Board meeting.

B. Administration

1. Staff and Student Activities

- a. Principal's Notes
- b. Virtual update – Lance shared the Master Schedule showing the hours of Virtual classes.
- c. Update on Staffing – Lance shared that we have an English Teacher, History and Physical Ed teacher. We are still in need of a Science teacher.
- d. Board Policies – Lance reiterated the changes for the Board policies.
- e. Summer School – Lance shared that Summer school started on June 21, 2022 through July 28, 2022.

1. Administrative Activities

- a. Board approval on purchases over \$8,000
 - Bullock Creek High school Check # 4281 - \$13,384.59
 - Touchboards Interworld Highway Check # 4247 - \$10,719.50
 - Touchboards Interworld Highway Check # 4253 - \$11,633.30

VII. Action Items

7 – 1 Moved by Cardon-Weiss, supported by Boulton, that the ACEA Board of Directors approve the 2021-2022 Final General Fund budget as presented.

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

Motion carried 4 - 0

7 - 2 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the 2021-2022 Final Food Service budget as presented.

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

Motion carried 4 – 0

7 - 3 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the 2022-2023 Initial General Fund budget as presented.

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

Motion carried 4 – 0

7 – 4 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the 2022-2023 Initial Food Service budget as presented.

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

Motion carried 4 - 0

7 – 5 Moved by Boulton, supported by Derr, that the ACEA Board of Directors approve the ESP Service Agreement as presented.

Motion carried 4 – 0

7- 6 Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the Board Policies changes as presented.

Motion carried 4 – 0

7 – 7 Moved by Koch, supported by Cardon-Weiss, that the ACEA Board of Directors approve check # 4281 to Bullock Creek High School in the amount of \$13,384.59 as presented.

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

Motion carried 4 - 0

7 – 8 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve check # 4247 to Touchboards of Interworld Highway of \$10,719.50 as presented.

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

Motion carried 4 – 0

7 – 9 Moved by Koch, supported by Boulton, that the ACEA Board of Directors approve check # 4253 to Touchboards of Interworld Highway of \$11,633.30 as (presented).

	<u>AYE</u>	<u>NAY</u>		<u>AYE</u>	<u>NAY</u>
<u>Boulton</u>	<u>X</u>		<u>Koch</u>	<u>X</u>	
<u>Cardon-Weiss</u>	<u>X</u>		<u>Morse</u>		
<u>Derr</u>	<u>X</u>				

Motion carried 4 – 0

VIII. Adjournment

The ACEA Board of Directors adjourned at 4:45 p.m.

Next meeting date: Wednesday, July 20, 2022 3:45 p.m. – Organizational meeting

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Regular Meeting
March 16th, 2022

I. CALLED TO ORDER AT 3:45 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P(Zoom)	Nancy Pockocke, Business Manager	P
Ellie Morse, Trustee	P	Christine Murphy, 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. Resignation – Murphy

Moved by Cardon-Weiss, supported by Derr that ACEA Board of Directors accepts the resignation of Christine Murphy as Board Recording Secretary of ACEA.

B. Appoint Board Recording Secretary – Nancy Pockocke

- i. Moved by Derr, supported by Morse that the ACEA Board of Directors appoints Nancy Pockocke as Board Recording Secretary for the remainder of the 2021-2022 school year for ACEA. Compensation for services shall be \$100.00 per meeting.

V. CONSENT AGENDA

1. Minutes

Attachment 1

February 16th, 2022 Regular Board Meeting Minutes to be approved as presented.

2. Treasurer's Report - February

Attachment 2

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded		
Requiring Board Approval (Feb.)		\$ 93,156.54

Open Invoices

- 0 -

Total Items for Approval

\$ 93,156.54

Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the preceding consent agenda as presented for the February 16th, 2022 Regular Meeting.

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

Motion carried 4 – 0 (Dave Koch agreed in favor but abstained from vote due to not being physically present at the meeting)

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The Monthly ESP Topic – Open Topic

a. Lance reported that he was looking at MI Virtual Academy for the 2020-2023 school year. The cost is \$300 a class and MI Virtual Academy has somebody in place to monitor the progress of the students who are virtual. Lance would like to limit the number of students to be no more than 25 students for virtual. Lance asked for guidance from the Board, Cardon-Weiss and Derr volunteered to participate. Follow up will be at the Board meeting in May.

B. Administration

1. Staff and Student Activities

a. Lance discussed the following student activities:
 i. Prom will be held at the Homer Township Hall on Saturday night May 14th, 2022.

2. Administrative Activities

a. Lance shared that they met the deadline and finished count today, there is 102 students and they saw significant growth in the group. Next month is State testing.
 b. Lance shared Esser III has been approved for \$162,000 the teachers will be getting a bonus at the end of the year.
 c. Lance shared that there will be some staff transition in the Fall and he would like to see sports back ACEA.

VII. ACTION ITEMS

9-1 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the attached revised addendum (listed below) with Education and Training Connection (the ESP) for services to ACEA for the 2021-2022 School year.

Addendum II	Business Manager	\$34,242.21
Addendum III	Instructional Services	\$283,299.71
Addendum III-2	Counseling	\$36,324.48
Addendum V	Office Specialist/Clerical Svcs.	\$69,268.13
Addendum X	Math Tutoring Services	\$7,117.61
Addendum XI	Student Success Coordinator	\$33,989.95


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

Motion carried 4 – 0 (Dave Koch agreed in favor but abstained from vote due to not being physically present at the meeting)

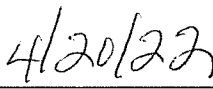
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:16 p.m.

The next meeting date is scheduled for Wednesday, April 20th, 2022 at 3:45 p.m. – Regular Meeting.



 Denise Derr
 Secretary / Treasurer



 Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Regular Meeting
May 18, 2022

I. CALLED TO ORDER AT 3:24 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer		Gregory Paxton, C.A.O	P
David Koch, Vice-President	P	Nancy Pococke, Secretary	P
Ellie Morse, Trustee	P		

Visitors Present: Teresa Quintana

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

V. CONSENT AGENDA

1. Minutes

Attachment 1

April 20th, 2022 Regular Board Meeting Minutes to be approved as prepared and presented.

2. Treasurer’s Report - April

Attachment 2

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded Requiring Board Approval (April)	\$ 117,309.40
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 117,309.40</u>

Moved by Cardon-Weiss, supported by Koch, that the ACEA Board of Directors approve the preceding consent agenda as presented for the May 18, 2022 Regular Meeting.

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

Motion carried 4 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The Monthly ESP Topic
2. ESP Service Agreement and ETC Policies & Procedures Handbook – Lance shared there was no changes to the ESP Service Agreement for the 2022-2023 school year.
3. ACEA 2022-2023 School Calendar – Lance shared the 2022-2023 school calendar reflects Midland Public Schools holiday and professional development days. 2022-2023 School year starts on August 22, 2022.
4. Presentation of the 2022-2023 Virtual Education Platform Structure – Lance shared we are staying with E2020 and shared the different phases for the Virtual Education Platform Structure for the 2022-2023 school year.
5. AER Goal Reporting - Lance shared that we met the three benchmarks required.
6. Board policies – Lance shared the updates to the Board policies. At the June 22, 2022 Board of Director’s will vote on the updates to the Board policies.

B. Administration

1. Staff and Student Activities
 - a. Lance discussed the following student activities:
 - i. Lance shared that the students had a wonderful time at the prom and everything went well.
 - ii. Graduation is May 31, 2022 at 6 pm at the Bullock Creek Auditorium.
 - iii. Last day of school is June 2, 2022.

2. Administrative Activities

VII. ACTION ITEMS

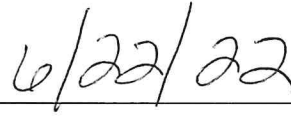
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:27 p.m.
 7890

The next meeting date is scheduled for Wednesday, June 22, 2022 at 3:45 pm – Regular Meeting.



Denise Derr
Secretary / Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Regular Meeting
November 17th, 2021

I. CALLED TO ORDER AT 3:46 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	A
David Koch, Vice-President	P		
Ellie Morse, Trustee	A	Christine Murphy, Recording Secretary	P

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. Correction to the Purchases recorded (October) requiring Board Approval from \$94,802.31 to \$94,817.08.

IV. BUSINESS OF THE BOARD

A. None

V. CONSENT AGENDA

1. Minutes

October 20th, 2021 Regular Board Meeting Minutes to be approved as presented.

Attachment 1

2. Treasurer's Report

The financial report as presented and the bills be approved in the following amounts:

Attachment 2

Purchases Recorded			
Requiring Board Approval (Oct.)		\$ 95,845.79	\$ 94,817.08
Open Invoices		- 0 -	- 0 -
Total Items for Approval		\$ 94,802.31	\$ 94,817.08

Moved by Koch, supported by Derr, that the ACEA Board of Directors approve the preceding consent agenda as amended for the November 17th, 2021 Regular Meeting.

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

Motion carried 4 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Lance informed the Board on the Schools Accountability measures:
 - a) As a reminder information can be found at MiSchoolData.org when you search for Academic and Career Education Academy
 - b) The School Index data is not available for 2019-20 or 2020-21 due to the waiver of federal accountability reporting requirements. So the latest school index is from 2018-19 year, which the board has already seen.
 - c) Instead Lance was able to pull 2020-21 data for School Grades which is newly released and gives details on proficiency, growth, graduation, performance among peers, attendance, alternative education campus, English learner progress, student subgroup performance and assessment anticipation.
 - (1) ACEA’s highest measure in 2020-21 was the rate of students attending 90% or more of possible school days – 82.69%
 - (a) It was noted this may be skewed due to the number of virtual learners
 - (2) Some of the measures do not apply to ACEA or SATs were not taken so these measurements weren’t applicable
 - (3) Since the School Grade is new, some measurements may require more years of data to normalize
 - d) Lance noted that students take the NWEA and will be doing the SATs in the Spring
2. The NCSI Board Policy Updates – Fall 2021 first read was held
 - a) Dave asked for some clarity on 0167.1 - Voting
 - b) A brief discussion was held regarding 6152 relating to the McKinney-Vento Act

B. Administration

1. Staff and Student Activities
 - a. Lance stated that:
 - i. The paperwork for count was submitted and subsequently certified on Wednesday, November 10th, 2021
 - ii. He has begun informal observations on the teaching staff
 - iii. November 23rd ACEA will host a building-wide thanksgiving Luncheon and the Board members are invited to attend

- iv. They are looking into the Michigan Alternative Athletic Association (MAAA) to see if we can get some more sports involvement for the students
- v. The Midland Area Community Foundation awarded ACEA some money to support Kindness week, which was tied into Halloween Celebrations
- vi. Student Council has been established and they run the daily announcements

2. Administrative Activities

- a. Lance thanked the Board for the reimbursement of his moving expenses
- b. An update was given regarding COVID-19. There have been no positive tests but some secondhand exposures to which the appropriate guidelines were followed

VII. ACTION ITEMS

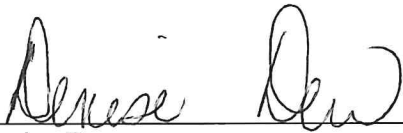
4-1 Moved by Koch, supported by Cardon-Weiss, that the ACEA Board of Directors approve the First Read of the NCSI Board Policy Updates – Fall 2021 as presented.

Motion carried 4 – 0

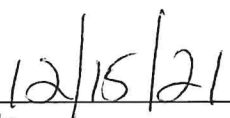
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:35 p.m.

The next meeting date is scheduled for Wednesday, December 15th, 2021 at 3:45 p.m. – Regular Meeting.



Denise Derr
Secretary /Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
October 20th, 2021*

I. CALLED TO ORDER AT 3:45 p.m.: Roll Call

Marisa Boulton, President	A	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	A	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P		
Ellie Morse, Trustee	P	Christine Murphy, Recording Secretary	A

Visitors Present: MacKenzie Bissell

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. None

V. CONSENT AGENDA

1. Minutes

September 22nd, 2021 Regular Board Meeting Minutes to be approved as presented.

Attachment 1

2. Treasurer's Report

The financial report as presented and the bills be approved in the following amounts:

Attachment 2

Purchases Recorded		
Requiring Board Approval (Sept.)		\$ 62,445.65
Open Invoices		- 0 -
Total Items for Approval		<u>\$ 62,445.65</u>

Moved by Cardon-Weiss, supported by Morse, that the ACEA Board of Directors approve the preceding consent agenda as presented for the October 20th, 2021 Regular Meeting.

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

Motion carried 3 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. The School Improvement Plan was presented by Lance
 - a) The Teachers had a PD day to discuss the improvement plan
 - (1) Student Engagement
 - (2) Accelerated Learning
 - (3) Essential questions and Learning goals
 - (4) NWEA testing with the same goals as last year

B. Administration

1. Staff and Student Activities

- a. Lance stated that:
 - i. Student Announcements started
 - ii. They are working on starting a student council
 - iii. Some new ideas/suggestions have been made about the end of the year event and potentially more sports involvement
 - iv. A Halloween get together is being planned
 - v. 14 students are going to Camp Neyati on 10/21/21 for a field trip

2. Administrative Activities

- a. The COVID-19 Learning Plan / Updates were given
 - i. There was a confirmed case of COVID-19
 - ii. 4 other students and 2 staff members were exposed
 1. Quarantine periods were followed and testing at appropriate time
 - iii. Google Classroom is being used to accommodate those on quarantine periods
- b. The list of online courses offered at ACEA was presented by Lance

VII. ACTION ITEMS

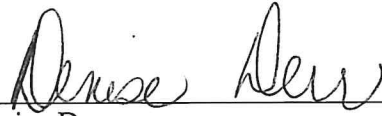
4-1 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors approve the list of online courses offered at ACEA for 2021-2022 school year as presented.

Motion carried 3 – 0

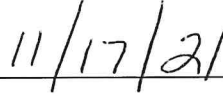
VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:15 p.m.

The next meeting date is scheduled for Wednesday, November 17th, 2021 at 3:45 p.m. – Regular Meeting.



Denise Derr
Secretary / Treasurer



Date

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
September 22nd, 2021*

I. CALLED TO ORDER AT 3:46 p.m.: Roll Call

Marisa Boulton, President	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Lance Berrier, Principal	P
Denise Derr, Secretary/Treasurer	P	Gregory Paxton, C.A.O	P
David Koch, Vice-President	P		
Ellie Morse, Trustee	P	Christine Murphy, Recording Secretary	P

Visitors Present: Dana Draper-Rosin

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. Lance introduced Dana Draper-Rosin to present the 2020-2021 ACEA annual report via PowerPoint which highlighted the following:

- a) Fall FTE was at 92 and Spring FTE was at 81
- b) Population Demographics were shared which includes homelessness at 12%, economically disadvantaged at 85% and special education at 29%
- c) Our local graduation rate was 63% because 10 graduated of the 16 potential
- d) NWEA benchmarks were given
- e) Student and staff activities from the year were presented including Camp Neyati, Midland County Emergency Food Pantry, food and clothing giveaways, blood drives, perfect attendance breakfasts, 3D printing, Delta STEM Vehicle, Stratford Woods Park, planting the ACEA garden, celebrating earth day, guest speakers and graduation
- f) Lance thanked the Board of Directors for everything they do and their continued support of the students, staff and administration.

(1) Marisa thanked both Lance and Dana for the presentation

V. CONSENT AGENDA

1. Minutes

August 18th, 2021 Regular/Annual Report Board Meeting Minutes to be approved as presented.

Attachment 1

2. Treasurer's Report

Attachment 2

The financial report as presented and the bills be approved in the following amounts:

Purchases Recorded Requiring Board Approval (Aug)	\$ 82,362.26
Open Invoices	- 0 -
Total Items for Approval	<u>\$ 82,362.26</u>

Moved by Koch, supported by Cardon-Weiss, that the ACEA Board of Directors approve the preceding consent agenda as presented for the September 22nd, 2021 Regular Meeting.

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

Motion carried 5 – 0

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Conflict of Interest policy was read and affirmations were requested of all Board members and Principal officers
2. All members reviewed their contact information on the contact sheet
3. Discipline Committee reported that a student met with the committee and a behavior plan was put into place

B. Administration

1. Staff and Student Activities
 - a. Lance stated that:
 - i. We are currently 5 weeks into the school year and next week is the end of the first marking period
 - ii. Count day is coming up in October
 - iii. We are getting the SDS Software all set up
 - iv. We had a change in the provider of our food service program this year
 - v. There was a change in the way we record attendance this year as well
 - vi. An update was given on the status of the Special Education Teacher and the ACEA Business Manager
2. Administrative Activities
 - a. The COVID-19 Learning Plan was presented for 2021-2022

- b. Christine Murphy presented the Teacher Certifications
- c. The Transportation Services Contract with the ESP was reviewed

VII. ACTION ITEMS

3-1 Moved by Morse, supported by Cardon-Weiss, that the ACEA Board of Directors accepts the ACEA 2020 – 2021 Annual Report as presented.

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

Motion carried 5 – 0

3-2 Moved by Derr, supported by Boulton, that the ACEA Board of Directors approve the Learning Plan of Academic and Career Education Academy for 2021-2022 as presented.

Motion carried 5 – 0

3-3 Moved by Cardon-Weiss, supported by Derr, that the ACEA Board of Directors approve the Transportation Services Contract with Education and Training Connection (the ESP) for 2021-2022 as presented.

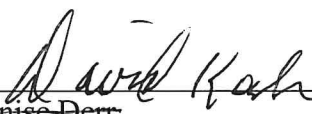
	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:35 p.m.

The next meeting date is scheduled for Wednesday, October 20th, 2021 at 3:45 p.m. – Regular Meeting.


~~Denise Derr~~ Secretary/Treasurer
 Vice President
 Dave Koch

10/20/21
 Date

