

**MINUTES OF THE  
 ACADEMIC AND CAREER EDUCATION ACADEMY  
 BOARD OF DIRECTORS**  
*Regular Meeting  
 February 16, 2017*

**I. CALLED TO ORDER AT: 3:53 p.m.**

		Administration	
Marisa Boulton, Trustee	P (late)	Lyn Knapp, CAO	P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal	P
Denise Derr, Secretary/Treasurer	P		
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. None

**V. CONSENT AGENDA**

A. Moved by Cardon-Weiss, supported by Derr, that the ACEA Board of Directors approve the following consent agenda as presented for the February 16, 2017 Regular Meeting.

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

Motion carried 4 – 0

1. **Minutes** **Attachment 1**  
January 19, 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 (January) \$76,948.20

Total Items for Approval \$76,948.20

## VI. DISCUSSION, REPORTS, PRESENTATIONS

### A. Board of Directors

1. Monthly ESP Topic – (Staffing Evaluation).
  - a. Michelle reported that :
    - 1) The Charlotte Danielson framework is used.
    - 2) There are four domains.
      - i. Classroom Environment
      - ii. Instruction
      - iii. Professional Responsibilities
      - iv. Planning and Preparation
    - 3) Michelle and the teachers meet at the end of the year to discuss and set goals.
    - 4) Danielson is a state approved tool.
    - 5) Michelle went to training and is now training the teachers.
2. The NCSI Board Policy Updates – spring 2016 second read was held.
3. Discipline Committee Report
  - a. No meeting was held this month.

### B. Administration

1. Staff and Student Activities
  - a. Michelle reported that:
  - b. Val from ALCAN will present today. Next month John and Dana will come in to share data.
  - c. Spring count (headcount) is at about 115 and not final yet.

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- d. Friday about 30 students went to Community Exploration Day.
- e. Staff changes: New ELA teacher, Tara Schell (Matt left for a new job).
- f. PD day tomorrow.

2. Presentation from Val – Update on MCAN.

C. Administrative Activities

- a. The financials through January 2017 were reviewed.
- b. Budget Revision.
  - 1) The revised budget was discussed.
  - 2) Revenue is increased due to addition of section 25 which was initially not in the budget, increased fall count and other funds.
  - 3) Expenses were adjusted to actuals as best known to date.
  - 4) The budget does not plan to use any fund equity and has an ending balance of approximately \$42,500.
  - 5) A final budget will be adopted in June.

VII. ACTION ITEMS

8-1 Moved by Morse, supported by Derr, that the ACEA Board of Directors approve the NCSI Board Policy Updates - Spring 2016 as presented.

Motion carried 5 – 0

8-2 Moved by Cardon-Weiss, supported by Derr, that the ACEA Board of Directors approve the revised 2016-17 General Fund Budget as amended.

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

Motion carried 5 – 0

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**VIII. ADJOURNMENT**

The ACEA Board of Directors meeting adjourned at 5:07 p.m.

The next meeting date: Thursday, March 16, 2017 at 3:45 p.m.

X Denise Derr

Denise Derr  
Secretary/Treasurer

3/16/17  
Date