

**MINUTES OF THE  
 ACADEMIC AND CAREER EDUCATION ACADEMY  
 BOARD OF DIRECTORS**  
*Regular Meeting  
 October 20, 2016*

**I. CALLED TO ORDER AT: 3:41 p.m.**

		Administration	
Marisa Boulton, Trustee	A/E	Lyn Knapp, CAO	P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal	P
Denise Derr, Secretary/Treasurer	P		
David Koch, President	A/E		
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 Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the following consent agenda as presented for the October 20, 2016 Regular Meeting.

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

Motion carried 3 – 0

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1. **Minutes** **Attachment 1**  
September 29, 2016 Regular Board Meeting Minutes to be approved as prepared and presented.
2. **Minutes** **Attachment 1A**  
September 29, 2016 Annual Report Meeting Minutes to be approved as prepared and presented.
3. **Treasurer's Report** **Attachment 2**
  - a. The financial report as presented and the bills approved in the following amounts:  
Purchases Recorded  
  
Requiring Board Approval (September) \$60,649.82  
  
Total Items for Approval \$60,649.82

**VI. DISCUSSION, REPORTS, PRESENTATIONS**

A. Board of Directors

1. Monthly ESP Topic – (School Improvement Plan).
  - a. Michelle distributed the goals pages of the School Improvement Plan (SIP).
  - b. The teachers and Michelle work together on the SIP, including pulling together the data needed.
  - c. There are four goals – Writing / Reading / Math / Personal Values.
    - 1) For every goal, there is an objective, strategy and activity.
  - d. Budgets such as Title all refer (and tie) to the SIP for approval.
  - e. The SIP is built on a template and it is difficult to change some descriptions.
2. Discipline Committee
  - a. A parent representative has been added to the committee.
  - b. Starla Jordan – parent of a current student.
  - c. There was no meeting this month.

B. Administration

1. Staff and Student Activities
  - a. College Application Week (October 25-29).
  - b. Presentation from Davenport (October 12).

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- c. Upcoming visits (Delta and SVSU).
  - d. Art students are participating in the Rock's fundraiser (October 27)
  - e. Count not official yet.
    - 1) At 98 right now and 2 section 25 students in already.
2. The first read of the School Improvement Plan was held.
3. Administrative Activities
- a. The budget summary through September 2016 was discussed.
  - b. Discussion was heard as to the ACEA Purchasing Cards.
    - 1) ACEA has had these cards for several years and they have proven useful. Currently, night school teachers use the cards when a student needs to sign up for a GED test and it would be helpful to allow night school teachers to maintain possession of their cards throughout the school year. The Board was in agreement with this procedure.

**VII. ACTION ITEMS**

4-1 Moved by Cardon-Weiss, supported by Derr, that the ACEA Board of Directors approve Starla Jordan as the parent/community representative to the Discipline Committee.

Motion carried 3 – 0

4-2 Moved by Derr, supported by Cardon-Weiss, that the ACEA Board of Directors approve the first read of the School Improvement Plan as presented.

Motion carried 3 – 0

**VIII. ADJOURNMENT**

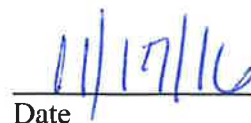
The ACEA Board of Directors meeting adjourned at 4:15 p.m.

The next meeting date: Thursday, November 17, 2016 at 4:00 p.m.

X



Denise Derr  
Secretary/Treasurer



Date