

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
*Regular Meeting
December 13, 2018*

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

Marisa Boulton, Trustee	P	Lyn Knapp, C.F.O	P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal/C.A.O	P
Denise Derr, Secretary/Treasurer	P		
David Koch, President	P	Deb Acker, Business Specialist	P
Ellie Morse, Vice-President	P	Christine Murphy, Recording Secretary	A

Visitors Present: Kim Rapanos, temporary Recording Secretary

II. PUBLIC COMMENTS

A. None

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

A. None

IV. BUSINESS OF THE BOARD

A. Lyn Knapp called attention to a handout that was shared regarding the recent Michigan Legislature bill that passed requiring each school to receive a letter grade of A-F not later than September 2019.

V. CONSENT AGENDA

1. Minutes

Attachment 1

November 19th, 2018 Regular Board Meeting Minutes to be approved as presented.

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 (November)		\$ 80,999.42
Open Invoices		- 0 -
Total Items for Approval		<u>\$ 80,999.42</u>

Moved by Ellie Morse, supported by Cardon-Weiss that the ACEA Board of Directors approve the preceding consent agenda as presented for the December 13th, 2018 Regular Meeting.

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

Motion carried 4 – 1

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic – Marketing

- a) Michelle reported that ACEA would renew the advertisement wrap that is displayed on the County Connection bus.
- b) ACEA will also continue their marketing ad at NCG Midland Cinemas. The Cinemas will be closing for 6 weeks for renovation and there will be a credit applied.
- c) Michelle shared that having a great relationship with Probation Officers and staff from other schools has helped in making ACEA a great choice in transitioning from their other schools or JCC.
- d) ACEA will be receiving credit for 12 new student that have enrolled since Fall Count. This will increase the amount of money we budgeted for through Section 25e.

B. Administration

1. Staff and Student Activities

- a. Students continue their local volunteering efforts. They packed up 25,000 diapers at the Diaper Alliance.
- b. Art students have their art projects on display at The Live Oak Coffee House on Ashman St. downtown. These students are going on a field trip Dec. 19 to see their art on display.
- c. December 20th students and staff are bowling at Valley Lanes for their Christmas outing.
- d. We continue to have college visits arranged by our College Advisor with Delta, MidMichigan Community College, GMCA and Aveda Salon.
- e. ACEA just completed their second successful blood drive this year with many students donating blood.
- f. Michelle shared that the purchases using REAP dollars that were discussed earlier in the year will be done before the end of December. These dollars will be spend on computers, additional E2020 licenses and materials for the Wellness room.

2. Administrative Activities

- i. The CHRI Appeal Process was reviewed and amended. The board decided that 10 business days was the amount of time a potential employee has to file a challenge or correction to their background check. Also they7 determined that 30 days is the allotted amount of time to complete the appeal process.

VII. ACTION ITEMS

7-1 Moved by Derr, supported by Boulton, that the ACEA Board of Directors approve the CHRI Appeal Process as amended.

Motion carried 5 – 0


7-2 Moved by Koch, supported by Cardon-Weiss, that the ACEA Board of Directors approve the Non-Criminal Justice Agency Procedures as presented.

Motion carried 5 - 0


VII. ADJOURNMENT

The ACEA Board of Directors meeting adjourned at 4:20 p.m.

The next meeting date is Thursday, January 17, 2019 at 3:45 p.m. – regular meeting.



Denise Derr
Secretary /Treasurer



Date