



884 E. Isabella Rd.
Midland MI 48640

Wednesday, July 20th, 2022
3:45 p.m.

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.

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.

** The presiding officer will chair the organizational meeting until the organization of the Board is complete.

ORGANIZATIONAL / REGULAR MEETING AGENDA

I. CALL TO ORDER: Roll Call

Board of Directors:

Administration:

Marisa Boulton, President _____
Terri Cardon-Weiss, Trustee _____
Denise Derr, Secretary/Treas. _____
David Koch, Vice President _____

Lyn Knapp, CAO _____
Lance Berrier, Principal _____
Gregory Paxton, CAO _____
Nancy Pockocke, Secretary _____

Visitors Present: Teresa Quintana

II. PUBLIC COMMENTS

III. ADDITIONS, CORRECTIONS, DELETIONS TO THE AGENDA

IV. BUSINESS OF THE BOARD

A. Nominate Teresa Quintana to serve on the Board of Directors.

Moved by _____, supported by _____ that ACEA Board of Directors nominate Teresa Quintana to serve on the Board of Directors.

AYE NAY

AYE NAY

Boulton _____ _____
Cardon-Weiss _____ _____

Derr _____ _____
Koch _____ _____

Motion carried/failed _____ - _____

B. Acknowledgement of Oath of Office –Teresa Quintana three year term (July 1, 2022–June 30, 2025)

C. Organization of the Board for 2022 – 2023

The chair entertains nominations for officers to serve from July 1, 2022 to June 30, 2023, or until the next organizational meeting of 2023 if appropriate.

- i. Office of President
Nomination: _____ nominated by _____
- ii. Office of Vice President
Nomination: _____ nominated by _____
- iii. Office of Secretary/Treasurer
Nomination: _____ nominated by _____

Moved by _____, supported by _____ that nominations be closed.

Motion carried/failed ____ - ____

Moved by _____, supported by _____ that the ACEA Board of Directors approve the 2022 – 2023 ACEA Board Officers.

	<u>AYE</u>	<u>NAY</u>		<u>AYE</u>	<u>NAY</u>
Boulton	____	____	Derr	____	____
Cardon-Weiss	____	____	Koch	____	____
Quintana	____	____			

Motion carried/failed ____ - ____

** The Organization of the Board of ACEA for 2022 – 23 now being complete, the meeting is turned over to the President-Elect or presiding officer.

D. Authorizations, Appointments, and Designations for 2022 – 2023 Consent Agenda

- i. Selection of Counsel
The ACEA Board of Directors retain Brian Swanson, MASUD Labor Law Group to be the legal counsel for Academic and Career Education Academy for the 2022 - 2023 school year.
- ii. Appointment of External Auditor
The ACEA Board of Directors appoint Yeo and Yeo, PC as the external auditors for Academic and Career Education Academy for the 2022 – 23 school year.
- iii. Chief Administrative Officer
The ACEA Board of Directors appoint 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 2022 - 2023 school year.

- iv. Board Recording Secretary
The ACEA Board of Directors appoint Nancy Pockocke as Board Recording Secretary for 2022 - 2023. Compensation for services shall be \$100 per meeting.
- v. Selection of Depository
The ACEA Board of Directors approve Huntington Bank to be the depository for the Academy.
- vi. Signature Authorization
The ACEA Board of Directors authorize the President and Secretary/Treasurer of the Board to sign General Fund checks with signatures or facsimile signature.
- vii. Directors and Officers Liability Bond
The ACEA Board of Directors approve the Directors and Officers Liability Bond for \$1,000,000 (one million dollars) coverage.
- viii. Payment to Educational Service Provider
The ACEA Board of Directors authorize payment of lease payments, utility payments, and addenda under the Service Provider Agreement, and any other periodic payments that are Board authorized.
- ix. Signature on Legal Documents
The ACEA Board of Directors authorize the C.F.O. or ACEA Board President to sign legal documents relating to actions which the Board approves by specific or established policy.
- x. Invest Academy Funds
The ACEA Board of Directors authorize the C.F.O. and/or the C.A.O to invest Academy funds consistent with Board policy.
- xi. Chief Financial Officer
The ACEA Board of Directors approve Lyn Knapp to be designated as Chief Financial Officer for Academic and Career Education Academy.
- xii. Electronic Transfer Officer
The ACEA Board of Directors designate 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.
- xiii. Approval of Spending for Purchases
The ACEA Board of Directors, in accordance with the ACEA Purchasing Policy, authorize the C.F.O. of ACEA to approve expenditures of less than \$10,000 on behalf of the Board of Directors for the 2022 - 2023 school year.
- xiv. Purchasing of \$10,000 or More

The ACEA Board of Directors, in accordance with the ACEA Purchasing Policy, establish that expenditures of \$10,000 or more require Board approval prior to purchase.

xv. Designation of FOIA, 504, Civil Rights, Title IX, Title XI Contact

The ACEA Board of Directors designate 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 2022 - 2023 school year.

xvi. Designation of Person Authorized to Post Notice

The ACEA Board of Directors grant the Administrator of ACEA and the Board Recording Secretary the authority to post notices for 2022 - 2023.

xvii. Designation of Public Places to Post Notice

The ACEA Board of Directors resolve that the calendar and individual meeting notices of regularly scheduled and special meeting date notices for the Board for 2022 – 2023 shall be posted at the Education and Training Connection building, the MCESA building and/or in the *Midland Daily News*.

xviii. Designation of Media Publication

The ACEA Board of Directors designate the *Midland Daily News*, Midland, Michigan as the official media for posting of legal notices for 2022 - 2023.

Moved by _____, supported by _____, that the ACEA Board of Directors approve the preceding consent agenda as (presented / corrected) for the July 21st, 2021 Organizational Meeting.

	<u>AYE</u>	<u>NAY</u>		<u>AYE</u>	<u>NAY</u>
Boulton	_____	_____	Derr	_____	_____
Cardon-Weiss	_____	_____	Koch	_____	_____
Quintana	_____	_____			

Motion carried _____ - _____

xix. Regular Meetings of the ACEA Board of Directors

Moved by _____, supported by _____, that the ACEA Board of Directors hold its regular meetings at Education and Training Connection, 884 E. Isabella Road, Midland, Michigan 48640, at _____ p.m. on the following dates:

July (Org.) July 20, 2022	October Oct. 19, 2022	January Jan. 18, 2023	April April 19, 2023	July 2023 July 19, 2023 (Organizational)
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August Aug. 17, 2022	November Nov. 16, 2022	February Feb. 15, 2023	May May 17, 2023	
September Sept. 21, 2022	December Dec. 21, 2022	March Mar. 15, 2023	June June 21, 2023	

Motion carried/failed ____ - ____

xx. Appointment of Committees

Moved by _____, supported by _____, that the ACEA Board of Directors appoint the following committees for 2022 - 2023:

Discipline Committee

(Board Member) _____, (Board Member) _____,
Lance Berrier, ACEA Principal; _____; and ACEA Teacher
(rotating)

Oversight Committee

(Board Member) _____, (Board Member) _____,
Lance Berrier, ACEA Principal, and ACEA Teacher (rotating)

ESP Evaluation Committee

(Board Member) _____, (Board Member) _____,

Motion carried/failed ____ - ____

xxi. Association Membership

Moved by _____, supported by _____, that the ACEA Board of Directors (retain / terminate) membership in MAPSA (Michigan Association of Public School Academies) for the 2022 - 2023 school year.

Motion carried/failed ____ - ____

REGULAR MEETING

V. CONSENT AGENDA

1. Minutes

June 22, 2022 Regular Board meeting minutes be approved as prepared and (presented / amended).

Attachment 1

2. Treasurer's Report – June

The financial report as presented and the bills be

Attachment 2

approved in the following amounts:

Purchases Recorded Requiring Board Approval	\$ 102,020.47
Open Invoices	-0-

Total Items for Approval	\$ 102,020.47
	=====

Moved by _____, supported by _____, that the ACEA Board of Directors approve the following consent agenda as (presented / amended) for the July 20, 2022 regular meeting.

	<u>AYE</u>	<u>NAY</u>		<u>AYE</u>	<u>NAY</u>
Boulton	_____	_____	Derr	_____	_____
Cardon-Weiss	_____	_____	Koch	_____	_____
Quintana	_____	_____			

Motion (carried / failed) _____ - _____

VI. DISCUSSION, REPORTS, PRESENTATIONS

A. Board of Directors

1. Monthly ESP Topic –
2. Letter Thanking Morse signed by Directors of the Board and Gift - (Gift card, Plant)

B. Administration

1. Staff and Student Activities
 - a. Principal’s Notes -
 - b. Updates to Student Handbook
 - c. Staffing updates
1. Administrative Activities
 - a. Addendums for School Year 2022-2023

VII. ACTION ITEMS

7 – 1 Moved by _____, supported by _____, that the ACEA Board of Directors approve the attached addendums (listed below) with Educational and Training Connection (the ESP) for services to ACEA for the 2022-2023 School year.

Addendum I	Administrative Services	\$120,120.48
Addendum II	Business Manager	\$37,372.32
Addendum III	Instructional Services	\$356,155.32
Addendum III-2	Counseling Services	\$37,478.20

Addendum V	Office Specialist/Clerical Services	\$46,779.36
Addendum VI	Custodial Services	\$45,938.04
Addendum VII	Human Resource Services	\$14,216.16
Addendum VIII	Accounting Services	\$9,886.40
Addendum IX	Reading Tutoring Services	\$9,042.60
Addendum X	Math Tutoring Services	\$11,578.30
Addendum XI	Student Success Coordinator	\$34,730.50
Addendum XII	Technical Support	\$9,866.40
Addendum XIII	Adult Advocate	\$14,548.10

	<u>AYE</u>	<u>NAY</u>		<u>AYE</u>	<u>NAY</u>
Boulton	_____	_____	Derr	_____	_____
Cardon-Weiss	_____	_____	Koch	_____	_____
Quintana	_____	_____			

Motion (carried / failed) _____ - _____

The language used to construct this portion of the agenda is suggested wording only. Board members should modify the language as deemed appropriate and necessary. The language “of record” will be represented in the official Board of Directors minutes which are prepared after the meeting is conducted.

Possible Action Items – Add language as necessary

7 - 2 Moved by _____, supported by _____, that the ACEA Board of Director

Motion (carried / failed) _____ - _____

VIII. ADJOURNMENT

The ACEA Board of Directors adjourned at _____ p.m.

Next meeting date: August 17, 2022