



## **Achievement House Cyber Charter School Board of Trustees**

### Public Meeting Minutes 6/18/2019

The Executive Session commenced at 6:00 p.m. and continued until approximately 7:00 p.m.

- I. Pledge of Allegiance
- II. Roll Call
  - Mrs. Marilou Strangarity (President)
  - Mr. Jim Bowers (Vice President)
  - Mrs. Kristin Chettle (Treasurer)
  - Mr. Don Fraatz (Secretary)
  - Dr. Bob Maranto
  - Lisabeth Sweeney
- III. Notification of Recording
  - A. Marilou Strangarity announced that the Public Session would be recorded on an audio device.
- IV. Executive Session Statement
  - A. M. Strangarity announced that the Executive Session was held to discuss legal and personnel matters.
- V. Approval of Minutes from 5/21/2019 Board Meeting
  - A. M. Strangarity called for a motion to approve the minutes from the 5/21/2019 board meeting. Motion to approve the minutes from the 5/21/2019 board meeting by Jim Bowers. Seconded by Kristin Chettle. Unanimous.
- VI. Discussion of Academic/SPED Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Academic/SPED Video Report.
    1. Don Asplen explained the new position, *Teacher on Special Assignment (TOSA)*, to the board members. Six teachers applied for the two positions available.
    2. M. Strangarity noted that 78% of special education students graduated which is an improvement from last year.
- VII. Discussion Enrollment/Marketing Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Enrollment/Marketing Video Report.
  - B. D. Asplen shared that the Senior Dinner, which was organized by Julia DeBald and the PTA, was a huge success.
  - C. Student Spotlight: Serenity Virdot
    1. D. Asplen shared that Serenity Virdot is the valedictorian this year. Serenity enrolled in AHCCS in 7<sup>th</sup> Grade. She was a straight A student with a 4.25 GPA. She was also active in her community and played sports. Serenity will be attending Bloomsburg University in the fall to major in speech pathology.
- VIII. Discussion HR Video Report
  - A. M. Strangarity asked if there were any questions or comments about the HR Video Report.

1. D. Asplen stated that we have been hiring a lot of new staff for next year.
- IX. Discussion of Guidance Video Report
- A. M. Strangarity asked if there were any questions or comments about the Guidance Video Report, but there were none.
- X. Finance/Business Report
- A. Ryan Schumm provided the monthly Treasurer's Report.
    1. He briefly explained the current finances and noted that this report reflects 11 months of activity.
    2. R. Schumm noted there are two action items listed under Governance on the agenda that he wanted to address:
      - a. Fund Balance Allocation – We are increasing the amounts of our existing categories and adding one new category.
      - b. Need to formally approve the draft budget as presented at last month's meeting.
  - B. M. Strangarity called for a motion to approve the written Treasurer's Report. Motion to approve the written Treasurer's Report by D. Fraatz. Seconded by K. Chettle. Unanimous.
- XI. Governance
- A. Fund Balance Allocation
    1. K. Chettle called for a motion to approve the preliminary 6/30/19 Assigned Fund Balances as follows:
      - \$500,000 committed fund balance for future facility contingencies
      - \$1,000,000 committed fund balance for employee retirement expenditures
      - \$750,000 committed for technology investments
      - \$750,000 committed to curriculum and instructional program developmentMotion to approve the Assigned Fund Balances by D. Fraatz. Seconded by K. Chettle. Unanimous. The resolution was signed by M. Strangarity and D. Fraatz.
  - B. M. Strangarity called for a motion to approve last month's draft budget. Motion to approve last month's draft budget by K. Chettle. Seconded by J. Bowers. Unanimous.
  - C. Employee Retention Program
    1. D. Asplen briefly explained the Employee Retention Program.
    2. M. Strangarity called for a motion to approve the Employee Retention Program. Motion to approve the Employee Retention Program by L. Sweeney. Seconded by J. Bowers. Unanimous.
  - D. School Improvement Program (SIP)
    1. D. Asplen reported Neal Thomas has been working on this plan with the Steering Committee and the help of Dr. Nick Roteli who is our school improvement facilitator from the state. The SIP has been approved by the state and posted on our website for 30 days and now it just needs formal approval from the board.
    2. M. Strangarity called for a motion to approve the School Improvement Plan. Motion to approve the School Improvement Plan by B. Maranto. Seconded by D. Fraatz. Unanimous.
  - E. School Safety and Security Coordinator Report
    1. D. Asplen explained that we received notice in March that we needed to file a school safety report by June. We were told they would send us a template, but we never received it. B. Worn decided to put together our own report but then found out that we do not have to submit a report since we are a cyber school. But since we put together this report, we would like to get the board's approval and make it a part of our records.

2. M. Strangarity called for a motion to approve the School Safety and Security Coordinator Report. Motion to approve the School Safety and Security Coordinator Report by K. Chettle. Seconded by D. Fraatz. Unanimous.

F. Eagleview Lease Extension

1. D. Aspen stated that upon final legal approval we need a motion from the board for approval to extend our lease at 600 Eagleview so we can stay here as many additional months as needed until our final move to the new office. Our lease will now be month to month.

2. M. Strangarity called for a motion to approve the Eagleview Lease Extension but with final legal approval. Motion to approve the Eagleview Lease Extension but with final legal approval by K. Chettle. Seconded by D. Fraatz. Unanimous.

XII. Personnel

A. New Hires:

1. Chase MacDonald, Math Teacher

B. New Job Description:

1. Teacher on Special Assignment

2. Project Leader

C. Stipends:

1. SPED Teacher on Special Assignment: Anna Berzins - \$5,000

2. SPED Teacher on Special Assignment: Trina Knauff - \$5,000

3. Project Leader: Mike Kass - \$5,000

D. Retirement:

1. Patti Phillipi

a. D. Asplen noted that we celebrated her retirement at our company picnic.

E. M. Strangarity called for a motion to hire Chase MacDonald, approve the stipends and to receive Patti Phillipi's retirement. Motion to approve these items by J. Bowers. Seconded by K. Chettle. Unanimous.

XIII. Discussion CEO Video Report

A. M. Strangarity asked if there were any questions or comments about the CEO Video Report, but there were none.

XIV. New Business

A. M. Strangarity asked if there was any new business, but there was none.

B. L. Sweeney commented that she is thrilled that we have a Math Specialist.

C. D. Asplen shared that Veronica Farr will be doing a presentation at the ISTE conference in Philadelphia this year and we will be flying drones at the site.

XV. Public Comment

M. Strangarity opened the floor to public comment, but there was none.

XVI. Adjournment

A. M. Strangarity called for a motion to adjourn the public board meeting. Our next meeting will be July 16, 2019. Motion to adjourn the public meeting by K. Chettle. Seconded by J. Bowers. Unanimous. The meeting adjourned at 7:33 p.m.