# Achievement House Cyber Charter School Board of Trustees

Public Meeting Minutes

Tuesday, August 21, 2018

The Executive Session commenced at 6:00 p.m. and continued until approximately 7:35 p.m.

# Pledge of Allegiance

# Roll Call

# Mrs. Marilou Strangarity (President)

# Mr. Jim Bowers (Vice President)

# Mrs. Kristin Chettle (Treasurer)

# Mr. Don Fraatz (Secretary)

# Dr. Bob Maranto

# Lisabeth Sweeney

# Notification of Recording

## Marilou Strangarity announced that the Public Session would be recorded on an audio device.

# Executive Session Statement

## M. Strangarity announced that the Executive Session was held to discuss personnel and financial matters.

# Approval of Minutes from 6/19/2018 Board Meeting

## M. Strangarity called for a motion to approve the minutes from the 6/19/2018 board meeting.

### Motion to approve the minutes from the 6/19/2018 board meeting by Kristin Chettle Seconded by Lisabeth Sweeney. Unanimous.

# Officer Elections

## As Solicitor of the Board of Trustees, Brian Leinhauser made a call for nominations for the President of the Board of Trustees for the coming term.

### L. Sweeney called for a motion to nominate M. Strangarity. Seconded by K. Chettle. B. Leinhauser asked for additional nominations, but there were none. Unanimous.

## M. Strangarity made a call for nominations for Vice President of the Board of Trustees for the coming term.

### L. Sweeney called for a motion to nominate Jim Bowers. Seconded by K. Chettle. M. Strangarity asked for additional nominations, but there were none. Unanimous.

## M. Strangarity made a call for nominations for Treasurer of the Board of Trustees for the coming term.

### L. Sweeney called for a motion to nominate K. Chettle. Seconded by J. Bowers. M. Strangarity asked for additional nominations, but there were none. Unanimous.

## M. Strangarity made a call for nominations for Secretary of the Board of Trustees for the coming term.

### L. Sweeney called for a motion to nominate Don Fraatz. Seconded by K. Chettle. M. Strangarity asked for additional nominations, but there were none. Unanimous.

# Committee Assignments

## M. Strangarity called for a motion to uniformly renew all committee assignments

### Motion to uniformly renew all committee assignments by J. Bowers. Seconded by L. Sweeney. Unanimous.

# Discussion of Academic Video Report

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

# Discussion of Special Education Video Report

## M. Strangarity asked if there were any questions or comments about the Special Education Video Report.

### Supervisor of Special Education, Lisa Russo, stated that there are 167 active Special Education students, with 20 waiting in the wings and 12 being evaluated. She stated that the department has a 100% hit rate when students are evaluated to receive Special Education services. She also noted that there are currently 7 Special Education teachers, and they are looking for 2 more.

### M. Strangarity asked if the department has considered looking for student teachers.

#### L. Russo stated that she and HR Director Bob Worn recently discussed looking into teaching assistants.

# Discussion Enrollment/Marketing Video Report

## M. Strangarity asked if there were any questions or comments about the Enrollment/Marketing Video Report.

### Alane Butler shared that there are 430 current students and 70 completed enrollment packets. Orientations are scheduled through next week and, overall, the school is significantly above where they were last year in terms of number of students enrolling.

### A. Butler shared that many of the 70 students who submitted completed enrollment packets are siblings of current students, but some have also heard of AHCCS through word of mouth or by stumbling upon the school’s website – they like our website very much.

### A. Butler also mentioned that Launch Pad rigor will increase, but that mentors will be coming on to assist.

# Discussion HR Video Report

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

# Discussion of Guidance Video Report

## M. Strangarity asked if there were any questions or comments about the Guidance Video Report.

### Don Asplen shared updates to the Guidance Report – there were 12 summer graduates, bringing the grand total of seniors who graduated to 93, of the 95 who were enrolled in the school as of 10/1/17. By the end of the school year, 117 seniors were enrolled. He added that he does not yet know what the cohort numbers are.

# Finance/Business Report

## Ryan Schumm provided the monthly Treasurer’s Report.

### He stated that this report reflects unaudited activity for the 2018 fiscal year.

#### The preliminary surplus is 8% of total revenues for the year.

#### Salary and benefit expenses were 2% lower than budgeted.

#### The most significant unfavorable expense variation was contracted services, primarily due to increased special education services.

### He stated that many school districts have completed tuition rate calculations for the 17-18 school year. Compared to the prior year, rates have generally increased, particularly for special education students. The fiscal year end position has improved significantly from prior month projections due to tuition rates actualizing higher than budgeted.

#### Many districts have already completed tuition rate calculations for the 18-19 school year. This is a dramatic change from previous years and is attributable to the PDE refusing to complete the calculations.

## M. Strangarity asked if there are any anticipated changes to legislation that will impact charter funding that will go into effect this year.

### R. Schumm stated he doesn’t foresee anything happening this year.

## M. Strangarity asked if this is a good year to allocate extra funds to new hardware.

### R. Schumm said that it is.

## M. Strangarity called for a motion to approve the written Treasurer’s Report.

### Motion to approve the written Treasurer’s Report by K. Chettle. Seconded by L. Sweeney. Unanimous.

# Discussion CEO Video Report

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

# Personnel

## New Hires

### Paige Schmick, Special Ed Teacher, $57,000

### Crystal Hitt, Reading Specialist, $53,000

### Katie Mastauskas, STEM, $55,000

### Summer:

#### Brian Staley, English, $25/hour

#### Taylor Cole, English, $25/hour

## Separations

### Tim Callahan, Computer Science Teacher

### Nancy Perez, Part-time Foreign Language Teacher

### Dawn Januzelli, Special Ed Teacher

### Angela Bruecks, Special Ed Teacher

### Christina Strellec, Special Ed Teacher

### Emily Buzzard, Special Ed Teacher

## Increase

### Amy Gazzillo, Launch Pad Coordinator, $34,500.

## M. Strangarity called for a motion to approve all changes to personnel including new hires, separations, and salary increases.

### Motion to approve all changes to personnel including new hires, separations, and salary increases by L. Sweeney. Seconded by K. Chettle. Unanimous.

# Governance

## Tyler Hughes, Assistant Principal

### D. Asplen explained that Tyler Hughes, currently a Math Teacher and Middle School Team Captain, has expressed an interest in taking on a supervisory role. He has enrolled in a program and applied for his provisional certification. He will still teacher Middle School math courses in combination with this role.

### M. Strangarity called for a motion to approve the addition of Assistant Principal to Tyler Hughes’ role.

#### Motion to approve the addition of Assistant Principal to Tyler Hughes’ role by L. Sweeney. Seconded by K. Chettle. Unanimous.

## Principal Bonus, Supervisor of SPED Bonus, Kris Botes Bonus, CEO raise, CEO bonus

### M. Strangarity called for a motion to approve the Principal Bonus, Supervisor of SPED Bonus, Kris Botes Bonus, CEO raise, and CEO bonus as discussed in the Executive Session.

#### Motion to approve the Principal Bonus, Supervisor of SPED Bonus, Kris Botes Bonus, CEO raise, and CEO bonus as discussed in the Executive Session by K. Chettle. Seconded by L. Sweeney. Unanimous.

## CEO Contract

### M. Strangarity called for a motion to authorize the Solicitor to review and circulate the CEO contract as discussed by the board in its CEO Review.

#### Motion to authorize the Solicitor to review and circulate the CEO contract as discussed by the board in its CEO Review by J. Bowers. Seconded by L. Sweeney. Unanimous.

# New Business

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

# Public Comment

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

# Adjournment

## M. Strangarity adjourned the public board meeting.