



Achievement House Cyber Charter School Board of Trustees

Tuesday, December 08, 2020

The Executive Session commenced at 6:00 p.m. and continued until approximately 7:15 p.m.

- I. Pledge of Allegiance
- II. Roll Call
 - Mrs. Marilou Strangarity (President) – Present
 - Mrs. Lisabeth Sweeney (Vice President) – Present
 - Mrs. Kristin Chettle (Treasurer) – Present
 - Mr. Don Fraatz (Secretary) – Present
 - Dr. Bob Maranto – Present
 - Desmondé Pringle – Not Present
 - Dr. Gerri Light – Present
- III. Notification of Recording
 - A. Marilou Strangarity announced that the Public Session would be recorded on an audio and video device.
- IV. Approval of the Minutes
 - A. M. Strangarity called for a motion to approve the minutes from the October 20, 2020 board meeting.
 1. Motion to approve the minutes from the October 20, 2020 board meeting by Don Fraatz. Seconded by Kristin Chettle. Unanimous.
- V. Executive Session Statement
 - A. M. Strangarity announced that the Executive Session was held to discuss financial, personnel, and legal matters.
- VI. Discussion of Academic Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Academic/SPED Video Report.
 - B. Neal Thomas explained the waterfall strategy which he had mentioned in his report.
 - C. There was some discussion about peer coaching and the Board said they really like this pilot program.
 - N. Thomas wants teachers to think about how they can get better at their craft and see how a student can be more successful.
- VII. Discussion of Special Education Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Special Education Video Report.
 - B. Trina Knauff noted that enrollment increased 312 students and one third of them receive supplemental services. They submitted their December 1st Child Count Report and had zero errors. We now have four part-time special education teachers, and she is very grateful for the additional help.
 - C. T. Knauff also noted that they will be holding a Parent Workshop on Coping in December.
- VIII. Discussion of Curriculum Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Curriculum Video Report.
 - B. Declan French stated that he is still working on the curriculum maps. Teachers are submitting their third unit at this time, so the recent PD and department meetings have been centered around that.
 - C. D. French noted that School Improvement Team is getting a little more involved and they will be presenting at some upcoming department meetings.
- IX. Discussion Enrollment/Marketing Video Report
 - A. M. Strangarity asked if there were any questions or comments about the Enrollment/Marketing Video Report.
 - B. Alane Butler was not in attendance, but Don Asplen shared that we now have 988 students enrolled, with 16 more waiting to be enrolled.
- X. Discussion HR Video Report
 - A. M. Strangarity asked if there were any questions or comments about the HR Video Report.
 - B. Bob Worn shared T. Knauff's brilliant idea of how to bring on some part-time Special Education Teachers.

- C. B. Worn noted that we hired two Teaching Assistants, we are very close to hiring a School Psychologist, and we are interviewing for the Assistant Principal position. We are making good progress.
 - D. There was some discussion on the qualities that we are looking for in an Assistant Principal. M. Strangarity noted that potentially we might want to think about adding two Assistant Principals.
- XI. Discussion of Guidance Video Report
- A. M. Strangarity asked if there were any questions or comments about the Guidance Video Report.
 - B. Kris Botes noted that all of the Mentors have completed their Student Assistant Program (SAP) training.
 - C. K. Botes also shared that they have started to talk about graduation and that the progress reports for Q2 are going out soon.
- XII. Finance/Business Report
- A. Ryan Schumm provided a summary of the monthly Treasurer's Report.
 - 1. R. Schumm noted that workman's compensation increased commensurate with the increase in payroll.
 - 2. R. Schumm noted that we purchased a Cyber Security Policy that was not originally budgeted for.
 - 3. M. Strangarity inquired about Covid expenses and Don Asplen explained that we have received sufficient Covid grants that we have used appropriately. R. Schumm said that there is still one grant open with funds available until September 2021.
 - 4. K. Chettle asked Ryan about the maturing CD's and he replied that it does not make sense at this time to reinvest into even a 13-week CD when the sweep is active every day and getting the same amount of interest.
 - 5. M. Strangarity called for a motion to approve the written Treasurer's Report.
 - a) Motion to approve the written Treasurer's Report by K. Chettle. Seconded by D. Fraatz. Unanimous.
- XIII. Discussion CEO Video Report
- A. M. Strangarity asked if there were any questions or comments about the CEO Video Report.
 - B. D. Asplen noted that at this holiday time of the year, the two words that come to mind are appreciation and celebration. He wants to make sure that in the midst of everything that is going on we are in a celebratory mindset. And secondly, he noted how much he appreciates this staff and this Board.
 - C. M. Strangarity asked that it be noted that this is the first time that she can remember no one having a comment or question for Don regarding his video.
- XIV. Personnel
- A. New Hires
 - 1. Deirdre Yeager, PT Special Education Teacher, \$40/hr.
 - 2. Tara Whelan, Guidance Assistant, \$37,000
 - 3. Tina Krovetz, PT Special Education Teacher, \$40/hr.
 - 4. Joseph Murphy, English Teacher, \$51,000
 - 5. Christa Fisher, PT Special Education Teacher, \$40/hr.
 - 6. Laura Bickle, Teaching Assistant, \$18/hour
 - 7. Traci Loftus, Teaching Assistant, \$18/hour
 - 8. Lois Hillman, Special Education Teacher (Contractor), \$40/hr.
 - 9. M. Strangarity called for a motion to approve the new hires with salaries as listed above.
 - a) Motion to approve the new hires with salaries as listed above by K. Chettle. Seconded by Gerri Light. Unanimous.
 - B. Promotions
 - 1. Alane Butler: Director of Marketing and Student Services
 - 2. M. Strangarity called for a motion to approve the promotion of Alane Butler to the Director of Marketing and Student Services.
 - a) Motion to approve the promotion of Alane Butler to the Director of Marketing by K. Chettle. Seconded by D. Fraatz. Unanimous.

C. Stipends

1. eSports: \$2,000
2. M. Strangarity called for a motion to approve the eSports stipend of \$2,000.
 - a) Motion to approve the eSports stipend of \$2,000 by D. Fraatz. Seconded by G. Light. Unanimous.

D. Separations

1. Michele Mazurek, English Teacher
2. M. Strangarity called for a motion to approve the separation of Michele Mazurek.
 - a) Motion to approve the separation of Michele Mazurek by G. Light. Seconded by D. Fraatz. Unanimous.

E. 403(b) Matching Program

1. Brian Leinhauser called for a motion to approve a modification of our 403(b)-matching program for employee retirement where we will (1) continue matching dollar for dollar all employee contributions up to 5% of employee pay and (2) match 50% of all contributions employees make above 5% up to an employee contribution of 7.5%.
 - a) Motion to approve a modification of our 403(b)-matching program for employee retirement where we will (1) continue matching dollar for dollar all employee contributions up to 5% of employee pay and (2) match 50% of all contributions employees make above 5% up to an employee contribution of 7.5% by K. Chettle. Seconded by G. Light. Unanimous.

F. Discretionary Retirement Enhancement for CEO

1. B. Leinhauser called for a motion to approve a discretionary retirement enhancement for the CEO to allow him to maximize his contribution to his 403(b) plan not to exceed the contribution provided permitted by law.
 - a) Motion to approve a discretionary retirement enhancement for the CEO to allow him to maximize his contribution to his 403(b) plan not to exceed the contribution provided permitted by law by D. Fraatz. Seconded by G. Light. Unanimous.

G. Rate Increase for Solicitor

1. D. Asplen asked the Board to consider a rate increase to \$250/hour for our solicitor, Brian Leinhauser.
2. M. Strangarity called for a motion to approve a rate increase to \$250/hour for our solicitor, Brian Leinhauser.
 - a) Motion to approve a rate increase to \$250/hour for our solicitor, Brian Leinhauser by G. Light. Seconded by D. Fraatz. Unanimous.

XV. Governance

A. Updated Per Diem Meal Allowance

1. D. Asplen asked the Board if they would like to increase the food per diem to \$35/day and the Board decided to table this discussion until next month.

B. Mission Statement Update/Affirmation

1. D. Asplen noted that to remain in compliance with our Middle States Accreditation, it is incumbent upon us to review and either change or reaffirm our Mission Statement and the Board has decided to reaffirm the Mission Statement in its current state.
2. M. Strangarity called for a motion to reaffirm the Mission Statement in its current state.
 - a) Motion to reaffirm the Mission Statement in its current state by D. Fraatz. Seconded by K. Chettle. Unanimous.

C. Updated Employment of Relatives Policy

1. D. Asplen asked the Board to accept a revision to our current Employment of Relatives Policy. The updated policy will state that members of an employee's immediate family may work for AHCCS, providing that one does not report to the other and both work in different departments. For Teachers, different departments are defined as different subject areas such as Math and Science, or Special Ed and General Ed. Conversely, immediate family members cannot be both Math Teachers or both be Special Ed Teachers. Immediate family members may include parents, spouse, children, in-laws, and siblings.

2. M. Strangarity called for a motion to approve the updated Employment of Relatives Policy.

- a) Motion to approve the updated Employment of Relatives Policy by D. Fraatz. Seconded by K. Chettle. Unanimous.

XVI. New Business

A. M. Strangarity asked if there was any new business.

B. K. Botes announced that one of our students, Elijah Johnson, who is experiencing homelessness, participated in an essay contest, and won! He is an excellent student, and we are all very proud of him.

XVII. Public Comment

A. M. Strangarity asked if there were any public comments and there were none.

XVIII. Adjournment

A. M. Strangarity called for a motion to adjourn the public board meeting at 8:24 p.m. Our next meeting will be Tuesday, January 19, 2021 at 7:00 p.m.

1. Motion to adjourn the public meeting by Bob Maranto. Seconded by D. Fraatz. Unanimous.