



**Achievement House Cyber Charter School Board of Trustees**  
**Public Meeting Minutes**  
**Tuesday, February 21, 2023**

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) – Present
  - Mrs. Lisabeth Sweeney (Vice President) – Present
  - Mrs. Kristin Chettle (Treasurer) – Not Present
  - Mr. Don Fraatz (Secretary) – Present
  - Dr. Bob Maranto – Present
  - Dr. Gerri Light – Present
- 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 Board held an Executive Session this evening to discuss personnel matters, financial matters and legal issues.
- V. Approval of the Minutes
  - A. M. Strangarity called for a motion to approve the minutes from the January 17, 2023 Board meeting.
    1. Motion to approve the minutes from the January 17, 2023 Board meeting by Bob Maranto.  
Seconded by Don Fraatz. Unanimous.
- VI. Discussion of Academic Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Academic Video Report.
  - B. Neal Thomas updated the Board and noted he is working on next year's school calendar and may consider some half days for students and asked for the board's opinion. Some discussion followed and the board stated they are open to the idea of some half days.
- 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 updated the Board and shared that our Data Visualization Analyst, Jake Roache, provided the Special Education Department with a chart for our cyclical monitoring to show how many students enrolled at Achievement House with an existing IEP versus an IEP that we have identified. We are always at the upper end for our percentage of students in special education. The data showed that 95.78% of our students who enrolled this year have enrolled with an IEP which means that we have only identified 4.2% which is a very low percentage. She also put a new procedure in place to show that we are not over-identify which is to offer a new re-evaluation with testing to the new students that enroll so that we can continue to determine whether they continue to meet the eligibility criteria for special education services. This also helps us with scheduling and course changes.
- VIII. Discussion Curriculum Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Curriculum Video Report.
  - B. Jodi Byrne provided an update to the Board and stated that she met with different venues today for the community service opportunities for the students. She is working on the agenda and marketing for this project. J. Byrne thanked Dr. Light for her help with this project.
- 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 updated the board on our enrollment numbers and noted April is our peak month. We have some great opportunities to turn some students around who may not have done well at other schools.

- X. Discussion HR Video Report
  - A. M. Strangarity asked if there were any questions or comments about the HR Video Report.
  - B. Stefani Frank updated the board and stated that Jenna Gilfillan was a temporary Guidance Assistant but has transitioned into a permanent, part-time position with Student Services. Also, Amy Lidle is now part-time and will be working three days per week instead of five.
- XI. Discussion of Guidance Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Guidance Video Report.
  - B. Angela Galie updated the Board and shared that she noticed that the number of students on track was a little bit lower this year. They have noticed a trend that incoming students are coming in behind on credits and they noticed a lack of soft skills like time management, problem-solving, and study skills to name a few.
  - C. M. Strangarity asked N. Thomas if we could have some school assemblies to address the issue of the lack of soft skills and N. Thomas stated he would look into that. We already do cover some of these soft skills during our Future Ready sessions.
- XII. Finance/Business Report
  - A. Ryan Schumm provided a summary of the monthly Treasurer's Report and highlighted some of the items on the report.
  - B. M. Strangarity called for a motion to approve the written Treasurer's Report.
    - 1. Motion to approve the written Treasurer's Report by D. Fraatz. Seconded by Lisabeth Sweeney. 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 updated the Board on his time at the Pete&C conference last week. It was very uplifting for him to see and watch how professionally our employees conducted themselves. He shared that he loves our school and thanked the board members for all that they do.
  - C. M. Strangarity thanked everyone for the cards and letters of appreciation that the board received for Board Appreciation Month.
- XIV. Personnel
  - A. S. Frank updated the Board on the following information:
  - B. New Hires
    - 1. Latania Roberts, Special Education Coordinator
    - 2. Amber Spindler, Special Education Teacher
  - C. Transfers
    - 1. Jenna Gilfillan, Student Services Assistant
  - D. Changes
    - 1. Amy Lidle, Part-Time Office Assistant
    - 2. Andrew Guy, Educational Lead Design (25%)
    - 3. Marie Sabatelli, Educational Lead Design (25%)
  - E. M. Strangarity called for a motion to approve the new hires, transfers, and changes as listed above with salaries as discussed in the Executive Session.
    - 1. Motion to approve the new hires, transfers, and changes as listed above with salaries as discussed in the Executive Session by Gerri Light. Seconded by B. Maranto. Unanimous.
- XV. Governance
  - A. Student Leave Request
    - 1. D. Asplen stated that we have a student that needs more than the 5-day vacation request which is more than the Principal is able to grant. The board discussed this in the Executive Session and would like to ask the student who is a senior to complete 5 days of work, either before they leave the country or when they return. They are waiting on an answer to a legal question so this agenda item will be tabled until the March meeting.
  - B. Board Policies to be Reviewed/Updated
    - 1. Academic Integrity Policy
    - 2. Academic Probation Policy
    - 3. Anti-Bullying Policy
    - 4. Assessment of Students Policy
    - 5. Computer Replacement Policy

6. Drug, tobacco, Alcohol and Weapons Policy
7. ELD Policy
8. Employee Travel Reimbursement Policy
9. Guidelines for Implementation of Behavior Mgt. Policy
10. Participation in Board Meetings Policy
11. School Club Policy
12. Textbook Policy

a. D. Asplen called for a motion to approve the 12 policies as outlined above which had letterhead, address, and date changes.

b. Motion to approve the 12 policies as outlined above which had letterhead, address, and date changes by G. Light. Seconded by D. Fraatz. Unanimous.

C. Board Policies to be Absolved

1. Center Finance Policy
2. Cyber Bullying Policy
3. Electronic Mail Account Policy
4. Employee Technology Reimbursement Policy
5. Facebook Policy
6. Over, Flextime, Compensatory Time Policy
7. Safety and Security Within a Center Policy
8. School Facilities Usage Policy

a. D. Asplen stated that these 8 policies were either superseded or folded into another policy so we would like to absolve them. D. Asplen called for a motion to absolve the 8 policies outlined above.

b. Motion to absolve the 8 policies as outlined above by D. Fraatz. Seconded by G. Light. Unanimous.

XVI. New Business

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

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. Our next meeting will be Tuesday, March 21, 2023 at 7:00 p.m.

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