



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

### **Public Meeting Minutes**

**Tuesday, September 19, 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
  - Dr. Lisabeth Sweeney (Vice President) – Not Present
  - Mrs. Kristin Chettle (Treasurer) – Present
  - Mr. Don Fraatz (Secretary) – Present
  - Dr. Bob Maranto – Present
- III. Notification of Recording
  - A. Marilou Strangarity announced that the Public Session would be recorded on an audio/video 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 August 15, 2023 Board meeting.
    1. Motion to approve the minutes from the August 15, 2023 Board meeting by Don Fraatz.  
Seconded by Bob Maranto. 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 that the SIP was sent back with minor changes needed, such as adding monitoring to the action plan and fixing the signature lines.
  - C. Neal asked Angela Alderfer to explain the tree project she is working on. A. Alderfer said that her choice for SME (subject matter expert) was servant leadership and she explained her concept of servant leadership using a tree analogy. She is going to start at the bottom of the tree and move up, and each branch represents a department within the school. As we move forward, she is going to work on cross-curricular ideas. Each department will be able to add information to the tree using leaves.
  - D. Don Asplen explained to the Board how we challenged staff to become subject matter experts (SMEs) in one or two areas this year.
- 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 on why she questioned the accuracy of the dropout rate calculation that was stated on the state website and highlighted the flaws in the formula used. She added a justification that explained that the rate included all the students from 14 years old and up and not just the seniors and that will cut our dropout rate percentage in half. Some discussion followed.
  - C. D. Asplen asked T. Knauff to share what Dr. Marvin had to say about our plan when we had our corrective action plan review. T. Knauff said Dr. Marvin was very pleased with the plan and said it was an exemplar for other schools to use. Dr. Marvin was also impressed with the amount of administrative support that we have. D. Asplen and N. Thomas attended every meeting and provided input. T. Knauff thanked them for all their support and said that is why we have such great things listed on our improvement plan.
- VIII. Discussion Curriculum Video Report
  - A. M. Strangarity asked if there were any questions or comments about the Curriculum Video Report.

- B. Jodi Byrne did not have any updates but shared a little bit more about the subject matter experts (SMEs) that are a part of our job-embedded professional development plan.
- 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 and shared that we have many new enrollments as well as re-enrollments and will have about 20 withdrawals this week which is very common this time of year. A large percentage of the withdrawals are because they are going back to their school districts. Ryan Schumm noted that this is the post-COVID return to other learning environments that was expected to happen immediately after COVID and just didn't.
- X. Discussion HR Video Report
  - A. M. Strangarity asked if there were any questions or comments about the HR Video Report and there were none.
- 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 did not have any updates for the Board and noted they are just busy working on all of the beginning-of-the-year school stuff. They are focusing on getting out the graduation status letters, the in danger of aging out letters, and letters notifying students of where they stand. She has been getting a lot more interest in dual enrollment, and she expects that come spring semester, we will have at least 10 to 15 students interested in qualifying.
  - C. M. Strangarity expressed appreciation to A. Galie who had included a handout with her report that had pictures of the guidance counselors and other useful information. Seeing their faces really helped her to connect with the counselors. She encouraged others to occasionally do the same and send them pictures of staff.
- XII. Finance/Business Report
  - A. Ryan Schumm provided a summary of the monthly Treasurer's Report and highlighted some of the items in the report. Some discussion followed.
  - B. M. Strangarity called for a motion to approve the written Treasurer's Report.
    - 1. Motion to approve the written Treasurer's Report B. Maranto. 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 updated the Board and noted that in the three-year strategic plan, one of the things we listed was professional development for our teachers and wanting them to participate more in conferences in terms of not only attending but also presenting. We are presenting at the PCPCS conference for our student ambassadors, and we also suggested to Dr. Anne Clark, the Executive Director of the Coalition, the idea of having an Act 158 panel because not every school has an Act 158 person in place as we do. As a result, they have now assembled a panel of Act 158 participants. Our school will be highlighted twice as having contributed in a significant way to the conference. He thanked Charter Choices for bringing people to help out at the conference every year.
  - C. D. Asplen noted there is a lot coming up in the next two weeks. We have the meeting with the PDE, the PCPCS conference, and the picnics.
- XIV. Personnel
  - A. S. Frank updated the Board on the following information. She noted that the only change from her report was that Alyssa Barnes did not accept the Mentor position like we were anticipating.
  - B. New Hires:
    - 1. Devan Mallas, Mentor
    - 2. Jill McGinn, Student Resource Coordinator
    - 3. Wendy Hodak, Mentor
    - 4. Brittany Socrates, 90 Day Specialist
  - C. Transfers:
    - 1. Susan McCarter, Art Teacher
    - 2. Sherri Emrich, Compliance Specialist
    - 3. Kayla Cusick, Auxiliary Teacher (Part-Time)

D. Open Positions:

1. Mentors
2. Special Education Teacher
3. ICA Teacher
4. English Teacher
5. Reading Specialist
6. Transition Coordinator

E. M. Strangarity asked if she was currently interviewing for these positions and S. Frank stated yes, she is actively recruiting and gave some details regarding the positions.

F. D. Asplen noted that we are looking for another name for the 90 Day Specialist, but the position started with thinking about the student's first 90 days and wanting an individualized approach or plan to show the parents, guardians, and students early on that we care about them. It's about the student as a person and their self-discovery. The reason he highlighted this position was to share that the person who piloted this for us is Chris Luckey and he happens to be in the meeting tonight.

C. Luckey has a magical way of connecting with students and relating with them and building relationships. Per Don's request to pilot this and walk us through the process and supply us with a rubric on what to do, C. Luckey created a very impressive manual on how to do this with pictures and detailed instructions. D. Asplen thanked C. Luckey for his outstanding work and was happy to say that his work has now come to fruition as we just hired our first 90 Day Specialist and will be hiring a few more very soon.

G. M. Strangarity called for a motion to approve the new hires and transfers listed above and with salaries as discussed in the Executive Session.

1. Motion to approve the new hires and transfers as listed above and with salaries as discussed in the Executive Session by B. Maranto. Seconded D. Fraatz. Unanimous

XV. Governance

A. Act 55 Board Training

1. D. Asplen called for a motion recognizing that all Board Members are Act 55 compliant, therefore, there will not be a motion to schedule additional Act 55 training this upcoming year.
2. Motion recognizing that all Board Members are Act 55 compliant, therefore, there will not be a motion to schedule additional Act 55 training this upcoming year by Kristen Chettle. Seconded by D. Fraatz. 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.

1. N. Thomas showed some slides that he had shared at last week's Stand Up meeting. In honor of D. Asplen's time here at AHCCS, N. Thomas highlighted some of D. Asplen's statistics/accomplishments on our first Achievement House trading card and congratulated him on being a Legacy Lifetime Achievement Semifinalist. Thank you for all that you do Don!
2. M. Strangarity heard that our PTO was having a fundraiser and asked that the Board be sent information on the fundraiser because she was interested in purchasing a blanket or polo.  
A. Butler and Sherri Gilligan will make sure that the Board gets that information.

XVIII. Adjournment

A. M. Strangarity called for a motion to adjourn the public Board meeting at 8:15 pm. Our next meeting will be Tuesday, October 17, 2023 at 7:00 p.m.

1. Motion to adjourn the public meeting by K. Chettle. Seconded by D. Fraatz. Unanimous.