

**ASHLAND COUNTY**  
**ACCA**  
**COMMUNITY ACADEMY**

**ACCA Governing Board Regular Meeting Minutes**

May 19, 2021 12:00 pm

ACCA Conference Room/Virtual

716 Union Street, Ashland OH 44805

Meeting was called to order by Kevin Lacey at 12:05 pm.

**1. Roll call was taken by Lusk:**

Present: Kevin Lacey, Tom Gaus, and Audrey Sikula

Not Present: Rita McElfresh, Matt Miller (He did arrive at 12:20 pm & participated from that point till end of meeting.)

**2. Recognition of Visitors:**

Shannon Lusk, Nichole Helenthal, Jim Hudson, Lori Wood, Paula Berry, and Susan Miller

**3. Approval of Minutes from the April 21, 2021 Regular Board Meeting**

Lacey motioned to approve the April 21, 2021 Regular Board Minutes. Gaus moved to motion and Sikula seconded the motion. All were in favor of approving the minutes. Motion carried.

**4. Business of the Treasurer**

A. April 2021 Financial Reports

1. Budget vs. Actual
2. Bank Reconciliation
3. Check Register
4. Cash Summary

B. SORSA Renewal Application

C. Five-Year Forecast

Hudson explained that our general fund cash balance is in good shape. He said ACCA is headed in the right direction and much better off than two years ago. Interest rates are still low. He further explained that he recommends we renew SORSA as the cost is low and our contact is local. Our 5-year forecast is going to look even better in the fall of this year. Lacey motioned to approve Line items 4 A-C by consent, Gaus moved to motion and Sikula seconded the motion. All were in favor of approving the April 2021 Financial



Reports, SORSA Renewal Application, and the Five-Year Forecast (Line Items 4 A-C).  
Motion carried.

#### **D. Discussion Items/Updates**

1. Financial Audit Update – Hudson explained that he got a list of items (in a checklist format) that we have addressed. They are minimal and things are going well. It should be wrapped up soon.
2. NEONET Redesign – Hudson explained that April was the first month on the complete redesign. The previous system in place was from 1970's. This system was desperately needed and would have been unusable in about in a year.
3. Employee Kiosk – Hudson explained that employees will be able to access paystubs and W-2s online since it is a web-based program. Berry has been trained on the system.

#### **5. Business of the Superintendent/Assistant Superintendent**

##### **A. Recognition of Awards**

1. Mrs. Paula Berry, "ACCA Staff Member of the Month", April 2021
2. Miss Susan Miller, "ACCA Staff Member of the Month", May 2021

Lusk presented Mrs. Paula Berry with the "ACCA Staff Member of the Month" award for April 2021. Berry has done a tremendous job at ACCA and is a beloved member of the staff. She has been with ACCA for several years and always goes above and beyond to help.

Lusk presented Miss Susan Miller with the "ACCA Staff Member of the Month" award for May 2021. Miller has done a great job this year. She transitioned from being an ACCA student last year to a staff member this year. She goes above and beyond to help wherever it is needed.

##### **B. 2021-2022 ACCA School District Calendar**

Lusk presented the 2021-2022 ACCA School District Calendar. The total hours are 980.9 hours. Lacey motioned to accept the 2021-2022 ACCA School District Calendar. Gaus moved to motion and Miller seconded the motion. All were in favor of approving the calendar. Motion carried.

##### **C. Contracts/Services**

1. Mid-Ohio Educational Service Center/School Psychologist Services
2. David & Newcomer: Elevator Maintenance Repair Proposal

Helenthal explained that Mid-Ohio Educational Service Center is willing to charge us per evaluation on an as needed basis. She recommended that we go with this service for the school psychologist. Lusk explained that the Elevator Maintenance Repair Proposal totals \$4,300, but that we need to get it fixed to be compliant. We currently have a staff and students that requires the use of the elevator, as well as keeping the building handicap



accessible. Lacey motioned to approve the Mid-Ohio Educational Service Center Contract and David & Newcomer contracts. Gaus moved to motion and Sikula seconded the motion. All were in favor of approving Mid-Ohio Education Service Center and David & Newcomer contracts. Motion carried.

D. Personnel

1. Walker Keaton, 21<sup>st</sup> Century Grant Tutor, \$15.00 per hour

Lusk recommended to Keaton be hired as a 21<sup>st</sup> Century Grant Tutor for the remainder of the current school year at a rate of \$15.00 per hour. Lacey motioned to approve the hiring of Walker Keaton as a 21<sup>st</sup> Century Grant Tutor. Gaus moved to motion and Sikula seconded the motion. All were in favor of approving Walker Keaton as a 21<sup>st</sup> Century Grant Tutor. Motion carried.

E. Recommendation for Graduation

1. Jessica Mollett, May 2021

Lusk recommended Mollett for graduation in May 2021 due to completing all her requirements. She will still walk with her class in June 2021. Lacey motioned to approve the recommendation of Jessica Mollett for graduation. Gaus moved to motion and Miller seconded the motion. All were in favor of approving Jessica Mollett for graduation. Motion carried.

F. ACCA Administration Report (Superintendent/Asst. Super. /Lead Teacher)

1. Current Enrollment

Lusk explained that our current enrollment is 100 students.

2. Suspensions/Expulsions

Lusk mentioned that there as 1 suspension and no expulsions.

3. Student Participation

Lusk explained that attendance has fluctuated, but overall remained consistent.

4. Verification of Residence

Berry completed 3 verification of residency checks and it came back ok.

5. 21<sup>st</sup> Century Grant Updates

Helenthal explained that she is currently writing the continuation grant and the new grant proposal for the 21<sup>st</sup> Century competitive grant program. She mentioned that the Kroc Center has agreed to partner with ACCA for the new grant proposal. The grants will be submitted next week. ACCA will find out the decision in late July.



6. Updates/Announcements/Discussion

Lusk mentioned that we had a safety drill, tornado drill and a fire drill. Some of the ACCA students went on a campus trip to NC State in Mansfield with McCoy and will be attending FASFA night at the Career Center this evening. Lusk explained that we will need to have a Special Board Meeting on May 26th at noon.

6. Sponsor Update

Wood discussed that ACCA is in Cohort 3 for Ed Steps. This means that ACCA will start Ed Steps in school year 2023-2024.

ACCA needs to complete the Needs Assessment and the Special Education Self-Survey in CCIP.

Wood explained that the Special Ed Profile will be available to view on June 1<sup>st</sup>. The profile will now include the 4-year graduation rate and the Least Restrictive Environment (LRE).

She explained that there are new guidelines for students with dyslexia. She will let us know when those are available.

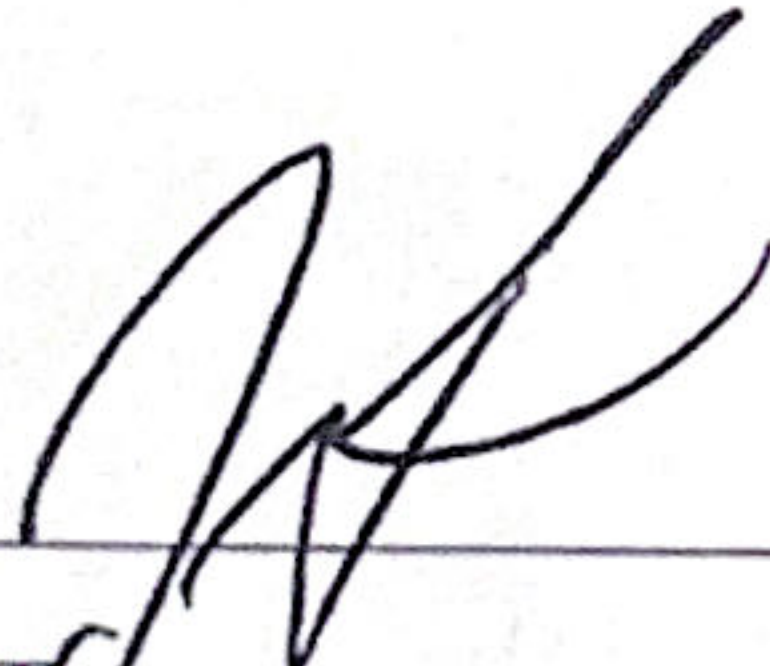
Wood explained that students need to complete a CPR/AED course.

Lacey motioned to approve the (Superintendent's) Administration Report. Gaus moved to motion and Sikula seconded the motion. All were in favor of approving the Administration Report. Motion carried.

Lacey motioned to adjourn the meeting. Gaus moved to motion and Miller seconded the motion. Motion carried. All were in favor of adjourning the meeting. Meeting was adjourned at 1 p.m.

  
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ACCA Board Chair

6/16/21  
Date

  
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ACCA Treasurer

6/16/21  
Date