



**ACCA Governing Board  
Regular Board Meeting Minutes  
June 14, 2023 12:00 pm**

The meeting was called to order by Rita McElfresh at 12:04 pm.

**1. Roll Call Taken by: Helenthal**

Present: Rita McElfresh, Tom Marquette, Tom Gaus (arrived at 12:07 pm)

Not present: Matt Miller

**2. Recognition of Visitors:** Shannon Lusk, Nichole Helenthal, Maureen Businger and Paula Berry.

**3. Approval of Minutes from the April 12, 2023 Regular Board Meeting.**

McElfresh motioned to approve the minutes. Gaus moved to approve and Marquette seconded the motion. All were in favor of approving the minutes. Motion carried.

(Sikula arrived at the board meeting at 12:07 pm)

**4. Business of the Treasurer**

The board tabled this until the August board meeting as Hudson was unable to attend.

**5. Executive Session**

McElfresh motioned to go into Executive Session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official. Gaus moved to approve and Sikula seconded the motion. All were in favor of going into Executive Session. Motion carried.

Roll call for Executive Session was taken by Helenthal.

Present: Sikula, McElfresh, Marquette and Gaus.

Went into Executive Session at 12:41 pm.

Left Executive Session at 12:54 pm.

## 6. Business of the Assistant Superintendent

### A. Personnel Recommendation/Approval (*Safety Grant*)

#### 1. Ethan Sells, Assurance Specialist (\$20 per hour)

Helenthal recommended that Ethan Sells be hired as the part-time Assurance Specialist for \$20 per hour. McElfresh motioned to approve Ethan Sells as the Assurance Specialist. Sikula moved the motion and Marquette seconded the motion. All were in favor of approving the motion. Motion carried.

### B. Safety Grant Vendor/Contract Bids

#### 1. Schmidt Security

- a. New Surveillance System & Devices (\$36,461.67)
- b. Outdoor Cameras (\$13,989.07)
- c. School Windows: Window Tinting (\$17,877.50)

McElfresh motioned to approve the Safety Grant Contract with Schmidt Security for 1a, 1b, and 1c. Marquette moved to approve the motion and Sikula seconded the motion. All were in favor of approving the motion. Motion carried.

#### 2. B & C Communications

- a. Walkie Talkie System Replacement (\$14,228)

McElfresh motioned to approve the B & C Communications Contract for 2a. Sikula moved to approve the motion and Marquette seconded the motion. All were in favor of approving the motion. Motion carried.

## 7. Business of the Superintendent

### A. District Compliance

1. 23-24 ACCA District Testing Calendar
2. 23-24 ACCA District Drill Calendar
3. Monthly approval of Remote learning Plan

Lusk explained that 6 drills are required but we have 7 listed on the calendar. We have 5 safety drills which includes 1 staff training. The K-9 unit will be coming to our school and the fire chief will come into the building too. McElfresh motioned to approve A1, A2 and A3. Gaus moved the motion and Marquette seconded the motion.

B. Personnel Contracts for 23-24 School Year

1. 3% COLA for all staff
2. Salary Bonuses (3 payments of \$250)
3. Attendance Incentive Bonus (2 payments of \$150)

Lusk explained that Hudson and her met regarding personnel contracts for the 23-24 school year. They discussed the 3% Cost of Living Allowance, Salary Bonuses and Attendance Incentive Bonuses for staff during this meeting. The board had additional questions/concerns about the Salary Bonuses and Attendance Incentive Bonus. The board decided to vote on B1 and table B2 and B3 for the August meeting.

McElfresh motioned to approve the 3% Cost of Living Allowance for all staff. Gaus moved the motion and Marquette seconded the motion. All were in favor of the motion. Motion carried.

C. ACCA Administration Report

Lusk explained that our current enrollment is 83 students (26 are students with an IEP and 4 are students with a Section 504). We will have 75 students after the current students graduate. Berry conducted a random residency check of 3 students and they all had the appropriate paperwork in order.

There was one emergency removal and no suspension or expulsions. There were 561 golden tickets earned by the ACCA student body.

School Resource Office, Shelby Hammond, will be returning for the '23-'24 school year full-time. The part-time school liaison, Brooke Taylor, has taken a different position within Appleseed. Lusk explained that she met with Stacy Merriweather and was told that there is already an interested applicant for the '23-'24 school year full-time School Liason.

Lusk, Helenthal and Mast attended the Career Expo in Delaware on 6/13/23. Learning Blade: Free to Ohio Schools 7th to 9th, 400 STEM lessons that are Career Focused, online/Offers a free "Intro to Coding" course. Grade Cards/School Calendar/Summer Food options will be sent out next week.

Career Week was very informative for the study body and Mrs. Franklin did an excellent job organizing this event for ACCA. Prom was also a success. We had about 50 students attend. The Cedar Point trip was great. There were no behavior issues and a great time was had by all. The Art Show was a success (about 35

attendees), students in grades 9-12 who were involved in the show, earned their Fine and Performing Arts Seal. Graduation 2023 was a success. We had about 80 attendees. ACCA had 10 projected graduates and 9 graduated.

The Special Education Internal Audit was completed by Helenthal and Moss on 6/7/23. Lusk will finish out the OSS Governance Survey by the beginning of next week. The '23-'24 Food Service Inspection was completed and the Food Permit has been obtained. A list has been compiled of numerous repairs that need to be completed by the first week of August. The final Tornado drill will be conducted during the first week of July. The drill report will be submitted to the State Fire Marshall upon completion.

Helenthal gave a Special Education Update. She explained that ODE is providing "Special Education Connection" for free to all community schools. It will include all the updates, laws, etc and have other valuable information for the special education department. We will also be using an Early Warning System through "Attendance Works". This is another service ODE is providing for free. This will assist us in tracking students' progress throughout the school year. Lastly, Helenthal mentioned that we will be using Achieve 3000 with our special education department to increase reading levels of our students.

Helenthal explained that she should hear back about the 21st Century Grant at the end of July. She will inform the board as soon as she is informed of whether it has been approved or not.

Lusk explained that the next regular board meeting will be on August 9th at noon in Room 109.

McElfresh motioned to approve the Superintendent and Assistant Superintendent report. Marquette moved to approve and Sikula seconded the motion. All were in favor of approving the reports. Motion carried.

## **8. Sponsor Update**

Businger explained that she is happy to be working with our school for the upcoming year as Lori Wood has taken a different position at OSS. She mentioned that she is available 7 days a week and will always attend meetings in person unless an emergency arises. She prefers in-person instead of virtual meetings. She mentioned the governor is keen on school safety and mental wellness. There will likely be more funding, but nothing has come out about that yet. She will let us know when it does. She told us to let us know anytime we need anything. She will help us anyway that she can.

McElfresh moved to adjourn the meeting. Marquette moved the motion and Sikula seconded the motion. All were in favor of adjourning the meeting. Motion Carried.  
Meeting adjourned at 1:23 p.m.

Audrey Sikula  
Board Chair

8/9/2023  
Date

JL  
Treasurer

August 9, 2023  
Date