

Academy Charter School Governing Board – Working Session Meeting Minutes October 7th, 2020

Board Attendance: Jason Lewicki, President; Jeannie Reddan, Vice-President; Lisa Hinton, Secretary; Jason Bright, Academic Committee Chair; Adam Levell, Charter Alliance Liaison and Maren Blind, Strategic Chair. A quorum of at least 4 Board Members was present.

Additional Attendees: School Principal Erin McMilon, Business Manager Katie DeMaria

Location: Zoom Meeting

Working Session—

- The meeting was called to order by Jason Lewicki at 5:34pm

Principal Update (Erin McMilon)

- eLearning Update - At the beginning of school in August, approximately 82 students were participating in eLearning. As of today, there are 32 students participating in eLearning. A survey was sent to eLearner parents a few weeks ago - about 70% of these families have no intention of returning this year. A decision was made to move Ms. James from the eLearning coordinator to the eLearning teacher for all grades. Ms McMilon also proposed that CARE funding dollars be used to purchase an eLearning platform that is self-paced. eLearning assessments will be completed virtually. Office hours will be available for the parents/students. This new model will allow for better flexibility for families at home.
- Acceleration Policy - Ms McMilon is requesting that the policy committee work with her on a grade acceleration policy for students who bypass two grades.
- Teacher/Specialist Evaluation Rubric - Evaluations did not happen last year (evaluations were exempted by the Governor). Going forward, teachers will be on a year round evaluation process.
- UIP Timeline - Erin to verify when this needs to be completed and will start working with the SAC on creating the goals for the UIP.
- Plumbing Update - the plumbing work will be completed over Fall Break.

Business Manager Update (Katie DeMaria)

- Audit update - recommendations by the audit company were made related to policies, procedures, and separation of duties. A final letter will be sent to the GB. The audit company would like to present their findings at the next GB meeting.
- September finances - Katie is working with the district for reallocation of CARES Act dollars.
- Discussed budget for teacher bonuses

Finance Committee Update (Jason Lewicki)

- At the next finance committee meeting a formal recommendation on the replacement of the gym floor will be made. The GB recommends that the vendor or Lisa Arnell meet with the finance committee to provide information and answer questions.
- Jason, Chris, Erin and Katie met to gain clarification on finances, expenses, etc. Moving forward, Chris will have some oversight on the finances as needed

Policy Committee Update (Jeannie Reddan/Adam Levell)

- There will be a dress code policy committee meeting on Oct 19th
- Jeannie to change dress code requests to an online form

School Academic Committee Update (Jason Bright)

- The members of the SAC completed training over this past month.. More trainings are scheduled over the next few months.
- The SAC needs a community representative and a recorder. Jason B is working on filling these spots.
- Jason B recommends that the SAC be moved to bi-monthly instead of quarterly

Communications (Jeannie Reddan)

- No Update

Strategic Plan (Maren Blind)

- The strategic plan was completed and sent out to the GB
- The GB will vote to approve the strategic plan during the general session

New Business: (Jason Lewicki)

- Staff Survey Discussion - GB members were asked to provide feedback directly on the staff survey document. Goal is to send out in early November
- Each of the GB members will be attending a staff meeting this year

Partial Adjourn: 6:55pm

Adam motioned and Jeannie seconded to partially adjourn the working session at 6:55pm, motion approved and passed 6-0.

Re-adjourn: 7:26pm

Board Attendance: Jason Lewicki, President; Jeannie Reddan, Vice-President; Lisa Hinton, Secretary; Jason Bright, Academic Committee Chair; Adam Levell, Charter Alliance Liaison and Maren Blind, Strategic Chair. A quorum of at least 4 Board Members was present.

Leadership Evaluation (Maren Blind/Lisa Hinton)

- GB agreed on the evaluation tool that will be used this academic year
- Maren and Lisa to meet with Ms McMilon to review the evaluation tool
- Ms McMilon to present her self evaluation with artifacts and evidence in February at the GB meeting.
- GB to complete evaluation of principal after Feb GB meeting

Final Adjourn—7:50 pm

Adam Levell motioned and Jeannie Reddan seconded to adjourn the working session at 7:50 pm, motion approved and passed 6-0.

End of meeting minutes.

The next working session is November 11th, 2020

Minutes prepared by Lisa Hinton, Secretary ACS Governing Board. Hard copies of the approved minutes are available for viewing in the ACS Business Office. All approved minutes are posted online after the meeting in which they were approved.


11-12-20