



**MAEF Public Charter Schools
dba ACCEL Day and Evening Academy
Meeting of the Board of Directors**

Tuesday, November 13, 2018
8:30 AM

MINUTES

Members present: Bernadette Burroughs, Charlotte Greene, Ernest Gwinn, Jordan Jones, Rob McGinley, Richard Perry and Mark Spivey

Members absent: Lance Covan, Henry O'Connor and Sarah Stashak

ACCEL Staff present: Jeremiah Newell and Janice Rivers

MAEF Staff present: Carolyn Akers and Michelle Parson

Guest present: Nash Campbell

Vice Chair, Rob McGinley

- Called the meeting to order at 8:35am
- Roll Call of all present

Jeremiah Newell presented ACCEL students with Honor Roll and Perfect Attendance certificates.

ACTION ITEM #1-Approval of Minutes

Rob McGinley asked for a motion to approve the October 9, 2018 BOD Minutes.

Mark Spivey made the motion; Charlotte Greene seconded the motion. Rob McGinley called for a vote, and it was passed with a 7-0 vote.

School Leaders Report, Jeremiah Newell

- Had a great visit to Indiana where I was able to visit the second highest performing charter school. This charter school is about 75% free and reduced lunch and 80% minority.
- Received notice that the Alabama State Department will not release a report card on ACCEL Day and Evening Academy this year.
- Received the evaluation report from The Auburn Center for Evaluation. Found that the on-site interviews more insightful than the data.
- Jeremiah reviewed the Logic Model for the US DOE CSP Grant and answered questions from the board.

ACTION ITEM #2-Approval of 2018-2019 contract between MAEF and MAEF Public Charter Schools, Inc.

The board reviewed the 2018-2019 contract between MAEF and MAEF Public Charter Schools, Inc. After discussion the ACCEL board determined to approve the contract subject to the following:

- **Final attorney review**
- **MAEF Board of Directors Approval at the upcoming MAEF board meeting on November 26, 2018.**
- **Change language on Page 5. Scope of Services under Fiscal Services-First paragraph.** “MAEF shall provide and administer Harris Solutions NextGen System, a comprehensive accounting system, including all requisite fund accounting and general ledger and accounts payable/receivable modules. The system will be fully compliant with the State of Alabama school accounting laws and procedures and capable of producing standardized reports for financial reporting to the Authorizer and other public agencies as required. **The system will be accessible to individuals authorized by the School, state and local entities for review and audit reconciliation.** School shall be responsible for the cost, if any, of establishing any local internet connections to access the web-based accounting system from the school site.”
- **Change language on page 5. Scope of Services under Fiscal Services-Third paragraph.** “MAEF shall coordinate and assist with the School’s budgeting process, **including, but not limited to,** preparation of the original budget and all interim budgets, revising and discussing with School staff and/or Finance Committee members (if applicable), providing professional advice on actual and projected line item revenues and expenditures, attending budget approval board meetings if needed, and preparation and filing of authorizer-required and State-required budget forms.”
- **Change language on page 5. Scope of Services under Fiscal Services-Fifth paragraph.** “MAEF shall assist the School in developing **and implementing** a satisfactory system of financial controls to ensure financial stability. School staff is responsible for implementing the accounting and fiscal controls and procedures as outlined in the School’s approved policies and procedures.

Rob McGinley asked for a motion to approve the 2018-2019 contract between MAEF and MAEF Public Charter Schools, Inc. subject to the items listed above.

Jordan Jones made the motion; Rob McGinley seconded the motion. Rob McGinley called for a vote, and it was passed with a 7-0 vote.

ACTION ITEM #3-Approval of the Dual Enrollment contract between Bishop State Community College and ACCEL Day and Evening Academy.

Rob McGinley asked for a motion to approve the Dual Enrollment contract between Bishop State Community College and ACCEL Day and Evening Academy subject to Bishop State Community College board approval.

Mark Spivey made the motion; Charlotte Greene seconded the motion. Rob McGinley called for a vote, and it was passed with a 7-0 vote.

Committee Reports:

Governance and Operations Committee:

- Rob McGinley reported that the Commercial Note of \$250,000 will pay down set amount owed to MAEF subject to MAEF board approval.

Financial Report:

- Mark Spivey reported we have been able to encrypt some of the NextGen files that had been lost. The data breach was Statewide.
- Mark then reviewed the financials that was sent to the State of Alabama Department of Education.
- Michelle Parson made available the October check register for the board to review.
- Mark stated that he has engaged the CPA that will conduct the Fiscal Year 2018 Audit for ACCEL Day and Evening Academy.

Marketing and Development Committee:

- Jordan Jones reported that Lee Williams is doing a great job with coordinating the Lunch and Learns. There will be a Lunch and Learn on December 5th and 12th. Jordan asked that the board think of a couple of people that they can invite to the Lunch and Learns.
- Year 2-Brand Building
- Having the ability to make donations through the ACCEL website.

Governance and Operations Committee:

- Not a lot has changed since the last board meeting.
- Feel that the ACCEL board should get some educational training before any changes are made to the ACCEL By-laws.
- Had a call with Emily Schultz and walked through specific statutory changes.

Carolyn reported Henry's request to arrange a co-learning between the ACCEL Board of Directors and MAEF Board of Directors.

Rob McGinley thanked Earnest Gwinn for being in attendance.

Rob McGinley adjourned the meeting at 10:13AM.

Respectfully submitted by,



Charlotte Greene
ACCEL Board Secretary



Janice Rivers
MAEF PCS Staff