

ALLIANCE CHARTER ACADEMY
GOVERNING BOARD MEETING
September 25, 2024
(Approved October 9, 2024)

A. CALL TO ORDER

- a. The Governing Board of Alliance Charter Academy met in Work Session on September 25, 2024 at 6:00pm via Google Meet
- b. Present from the Board were Tara McLaughlin , Sarah Reck-Secunda , Robert Bruders , Lindsey Skones, Darla Hall, Lauree Ortman, Ann Heppner
- c. Also present were Shelly Smith, Margo Edinger, Meg Snyder, Kate Hansen, Lori Rux, Nhia Yang, Jana Holland, William Flemming, Renee Elting
- d. Tara called the meeting to order at 6:00pm.

B. EXECUTIVE SESSION

- a. Google Breakout Room for Board/ED Discussion
- b. Members returned to open session upon conclusion of Executive Session

C. COMMITTEE REPORTS

- a. How to proceed through Policy Library - The Board should be continually evaluating ACA policies and updating on a yearly basis
 1. The Board decided to proceed through policies alphabetically, with the exception of KL policies to be included with AB
 - a. A/B Board Governance (about 20 in total) and K/L Community Relations (about 6 in total)
 - b. C/D/E Administration/Fiscal Management/Support Services (about 20 in total)
 - c. G Personnel (about 23 in total)
 - d. I/J Instruction/Students (about 32 in total)

D. OLD BUSINESS

- a. Tutoring Policy
 - i. Resources for consideration - GBC, GBC-AR Sample, OCSD Policy for comparison, OCSD AR Policy, Notes from 23-24
 - ii. Specifics to define
 1. Extracurriculars vs Academic
 2. On/Off campus - Board agrees that everything needs to be off campus
 3. Allotment usage (Vendor?) - Board agrees that allotment monies should not be used

4. How are students connected with the tutor? Is ACA promoting? Curated list vs. self-posted advertising - Board agrees that ACA should not promote/advertise
 5. Summary - If tutoring/lessons are occurring, it should happen off campus. No allotment should be used unless they go through the steps to be placed on the vendor list. There should be no ACA solicitation or advertising of any tutors (including wall hangings). A conflict of interest should be declared. AR policy should be written and adopted. Parents should be able to request a tutor but can not be solicited by the instructor themselves.
 6. Policy committee will draft an AR policy for review at the next regular session for vote and approval
- b. Substitute Teacher Policy
- i. Can a Board member be a sub?
 1. The Board decided it does not interfere with Board work and is not an ethics violation. The only issue comes with the Board By-laws, which state the Board will only have 2 staff members at a time.
 2. Tara will update the by-laws to include “contracted teachers (substitute contracts excluded)” and will present it to the Board at the regular session for vote and approval.
- c. GCBDD/GDBDD
- i. Sick Policy
 1. Can sick time be carried over to the next year? If so, how many hours can be carried over?
 - a. Recommendation - Yes, sick time can be carried over. Maximum of 24 hours can be carried over into the next year.
 2. What is the maximum number of hours that can be used per year?
 - a. Recommendation - 64 hours can be used in the year.
 3. Tara will update policy and will bring to the next meeting for vote and approval

E. BOARD RESOURCE AND EDUCATION

- a. OSBA Conference and OCR3S Conference - Tara will register

F. ADJOURNMENT

- a. Meeting was adjourned at 8:33pm by Tara

G. NEXT MEETING

- a. October 9, 2024 at 6:00pm
- b. [24-25 Meeting Schedule Link](#)

Respectfully submitted,
Lindsey Skones, Board Secretary