

ACEC BOARD MINUTES

Date: 07/09/2019

Time: 8:30am

Facilitator: Debra Williams

In Attendance

Denise Burns, Susan McDonough, David Rowland, Becky Thompson, Debra Williams

Approval of Minutes

The minutes were NOT read from the May meeting as Debra did not have a copy of the May 7th minutes.

Property Tax

Debra presented copies of the tax bills which were received on July 8th. We received tax bills for years 2016 and 2017, totally \$103, 515.93 to be paid August 1, 2019. David stated that the tax assessment was more than likely the result of the transfer of ownership. The building has been reassessed due to the change in ownership from ACEC Corporation to the school. The non-profit status of the property did not transfer with the transfer of ownership and the school was now being taxed as regular commercial property. David stated that there should be a form that we can complete to regain the tax-exempt status through the Cook County Assessor's office. He stated he would investigate the matter and report back to Debra

*** David's follow-up. The school must file an appeal to be treated as a tax-exempt entity. David has informed Debra of the required forms and accompanying documentation that must be submitted with the application. As of the July 1st, the application is not yet complete, but Debra expects to have the application prepared and submitted by Friday, July 19th.*

Special Ed

Debra stated her concerns as they relate to special education services. Student D. C. was being discussed.

YCCS Renewal Engagement

Debra stated that with the assistance of Anne Gottlieb, the Austin application has been submitted to YCCS, however, the curriculum maps, were not yet complete. Adam Wagener had informed Debra that Sarah's maps were not visible to him, and that both Dana's and Joan's maps were incomplete. Debra stated that she had attached a copy of Ken's maps with the renewal application. Discussion as to how to centralize the maps ensued with the final agreement that Debra will contact SI rep, Jeneen Whitenhill to determine the proper location and method of uploading the maps.

Debra also stated that she was awaiting a response from YCCS as it related to the Austin renewal application. The official CPS deadline for submission is July 31st. YCCS set a July 1st deadline, which Austin met, for campus applications to be submitted. Review of applicants and revisions were expected to occur within the following weeks. As of July 8th, 2019, Austin has not received any feedback regarding its application submission.

Organization

A copy of Dana Spell's letter was reviewed. The letter detailed her interest in becoming the principal of the school. Debra felt this needed to be addressed, as the Board had previously approved Adam Wagener as the new Curriculum Director. Without an opportunity to vie for an administrative position, Debra felt that Dr Spell would feel slighted and invoke her employee rights. The members agreed that the school was not looking to hire a principal this school year, and that current Director, Debra Williams, would continue to assume those duties. The members also agreed that job descriptions were needed for the position of Curriculum Director, Dean of Students, Student Services Coordinator, and Principal. Denise stated that she thought that former principal Anne Gottlieb, had written job descriptions. Susan began describing the attributes and responsibilities of the Curriculum Director. Susan states that she would prepare the description for this position. Debra stated she would research the other positions descriptions and begin composing. Members agreed that Debra should prepare the contracts with clearly stated responsibilities including expected work hours

Unfinished Business

Due to time restraints, we were unable to fully address the following agenda items

2019-2020 budget – Title I cut, TAOEP uncertainty, projected enrollment, CIWP, and PCTC

YCCS Audit - taking place with Martha Franco on July 22nd.

Calendar – tentative meetings scheduled for the 1st Tuesday of the month; October - June

New Members – parents and alumni were suggested.

Next Meeting

As meeting was being called to adjournment, Denise agreed to take over duties as Board Secretary.

Next meeting date and time was not set. Debra will contact members as more information regarding the property tax, and the renewal application is received

Motion to adjourn was made at 10:20am and was passed unanimously