

**MINUTES FROM THE MEETING OF THE
BOARD OF DIRECTORS OF
CLIFF PARK HIGH SCHOOL
HELD ON SEPTEMBER 18, 2018**

Directors attending: Rod Hale, Fred Shuemaker, Amy Clay, Bob McIntosh, and Dana Calhoun

Directors absent: Nicole Barnes

Guests: Stefanie Page, Maureen Businger, Jason McMillin, Chuck Hall, Wayne Fields, Nick Auten, Karen Wachter, Brian Dunbar and Becky Scheiman.

Mr. Hale called the meeting to order at 6:07 p.m. and following introductions there was no public comment. He then explained that Ms. Barnes would need to miss the meeting and potentially the next three meetings due to a work commitment. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-67 RESOLVED, that the Board of Directors excuses Ms. Barnes attendance at the meetings on September 18, 2018, October 16, 2018 and November 20, 2018 as may be necessary.

Thereafter, Mr. Hale asked for a motion concerning the Agenda. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-68 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on September 18, 2018, subject to any amendment by the Board of Directors during said meeting.

There were no changes to the Minutes. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-69 RESOLVED, that the Board of Directors approves the minutes from the August 21, 2018 meeting as presented.

Mr. Dunbar then reviewed the Sponsor Connection with the Board. He highlighted the upcoming National Dropout Recovery Conference being held in Columbus at the end of October. Mr. Dunbar also complimented all parties on the successful Local Report Card results. He reminded the School that compliance visits would be coming up in the next couple of months and directed the Board's attention to the overall Site Visit Report from the 2017-2018 School year included in the Board's materials. Mr. Dunbar updated the Board on the continued Sponsor efforts to meet with legislators and raise awareness about the School's accomplishments. Thereafter, upon

a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-70 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.

Mr. McMillin presented the Financial Statements and reported that the School had been paid during August based on the number of FTEs in June. The School's cash position continues to be strong. He noted that vendor payments were current. The School has submitted a budget for the federal funds and it has been approved. The School has no carryover funds available.

Mr. McMillin explained that the October agenda would contain the annual five year forecast and ODE Budget for approval. His office is continuing to make final audit adjustment to the June 30 year end numbers. Mr. McMillin also noted that the first FTE adjustment to the FY 2017-2018 enrollment was made and the School was overpaid and will have a repayment calculated into the current year payments.

Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Calhoun, the Board of Directors unanimously passed the following resolution:

18-71 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

Ms. Wachter then reviewed the Management Company Report with the Board. Ms. Wachter discussed the continued efforts the Management Company and the Sponsor are putting towards educating legislators about the impact of the pending changes to dropout recovery school Local Report Card ratings and calculations. Thereafter, upon a motion duly made by Ms. Clay and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

18-72 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.

Ms. Wachter noted that Mr. Waechter was out of the country. The Board reviewed the written report from Mr. Waechter. Mr. Hale commended the School Leader and the Staff on the success.

Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-73 RESOLVED, that the Board of Directors accepts the State of School report as presented.

Mr. Hale reminded the Board that Mr. Waechter had requested new laptops for his staff. Mr. Shuemaker then led a discussion regarding options for the computers and the costs of the different options, the 15 inch vs. the 13 inch, as well as the potential

purchase of docks and pens. The Board also discussed the warranty and software options. In response to a question, Ms. Wachter noted that the purchase of ten new computers should be sufficient but she would request that the Board provide some latitude in a resolution to allow her to check with Mr. Waechter when he returns. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-74 RESOLVED, that the Board of Directors authorizes an expenditure not to exceed \$42,000.00 for the purchase of laptops and authorizes Mr. Shuemake to work to complete the purchase, and

IT IS FURTHER RESOLVED, that Mr. Shuemake purchase one computer to ensure compatibility prior to completing the entire purchase.

Ms. Scheiman explained the purpose of the Fixed Asset Report. She noted that the Fixed Asset Policy required the Board to review the inventory on a periodic basis. Mr. McMillin explained the difference between the fixed asset report and an inventory. He also noted that the inventory should be updated this year. As in the past, EMG should complete the inventory and Mr. McMillin would verify a random sampling of items.

Mr. McMillin reviewed the Consolidated Funding Application for FY19. He explained the different funds and uses of the same. Thereafter, upon a motion duly made by Ms. Clay and seconded by Ms. Calhoun, the Board of Directors unanimously passed the following resolution:

18-75 RESOLVED, that the Board of Directors accepts the FY19 Consolidated Funding Application as presented and authorizes expenditures substantially in accordance with the application.

Ms. Scheiman noted that the Local Report Card was included in the materials for the Board's information.

Ms. Scheiman then discussed the revised Open Enrollment, Admission and Residency Policy and explained the need for the changes. The Board discussed other potential records to be used for proof of residency and decided to add a cellular telephone bill. Thereafter, upon a motion duly made by Mr. Shuemake and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-76 RESOLVED, that the Board of Directors hereby approves the revised Open Enrollment, Admissions and Residency Policy subject to further modification by Board counsel and approved by the Board President.

Ms. Wachter requested that the Board table the scanning quotes until a later date after she has additional conversations with Mr. Waechter. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-77 RESOLVED, that the Board of Directors tables the scanning quotes.

The Board discussed the OCQE invoice and the services that are provided by the organization. Mr. McIntosh requested that additional marketing materials be gathered from the organization. Mr. McMillin noted that the School was a member in the prior year for the same amount and there was no due date for the invoice. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution:

18-78 RESOLVED, that the Board of Directors tables consideration of the OCQE invoice until further information is provided.

The Board then discussed the staff bonuses. Mr. McMillin explained the budgeted amount and payment of same. Mr. Hale suggested that, based on the recent Local Report Card results the Board consider an increase to the line item for bonuses. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Calhoun, the Board of Directors unanimously passed the following resolution:

18-79 RESOLVED, that the Board of Directors authorizes a \$50,000 increase to the line item for staff bonuses.

The Board then discussed the recent quotes for cabling in the new addition to the School building. Thereafter, upon a motion duly made by Mr. Shuemaker and seconded by Ms. Clay, the Board of Directors unanimously passed the following resolution with Mr. Hale abstaining:

18-80 RESOLVED, that the Board of Directors authorizes Mr. McIntosh to negotiate and sign an agreement for cabling and camera installation at the School in an amount not to exceed \$40,000.00.

Thereafter, the meeting was adjourned at 7:15 p.m.

Nicole Barnes, Secretary
Cliff Park High School

HEARING MINUTES OF THE
BOARD OF DIRECTORS OF
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Mr. Hale called the hearing to order at 6:07 p.m.

Ms. Scheiman explained that Ohio Revised Code ("ORC") Section 3301.0729 limits the cumulative amount of time spent on the administration of state and schoolwide assessments to 2% of the school year and limits the cumulative amount of time spent taking practice or diagnostic assessments used to prepare for state and schoolwide assessments to 1% of the school year.

Ms. Scheiman reviewed with the Board the proposed time the School anticipates spending on test preparation and test administration.

Ms. Scheiman explained that with calamity days and other unforeseen events that may alter the school calendar she recommended passing the resolution to exceed the time limitations to ensure the School complied with the law.

There were no public comments. The Board decided to consider any resolution relating to this issue during its regular meeting.