

DRAFT

**MINUTES FROM THE MEETING OF THE  
BOARD OF DIRECTORS OF  
CLIFF PARK HIGH SCHOOL  
HELD ON APRIL 18, 2017**

Directors attending: Rod Hale, Fred Shuemaker, Nicole Barnes, Bob McIntosh, Kelly Goettsche, and Dana Calhoun

Guests: Amy Printy, Jeff Waechter, Chuck Hall, Karen Wachter, Josh Gossett, John Stack, Stephanie Page, Dave Cash, and Arthur L. Clements III, Esq.

Mr. Hale called the meeting to order at 6:10 p.m. and following introductions asked for a motion concerning the Agenda. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

**17-18 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on April 18, 2017, subject to any amendment by the Board of Directors during said meeting.**

There were no changes to the minutes from the March 21 meeting. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

**17-19 RESOLVED, that the Board of Directors approves the minutes from the March 21, 2017 meeting as presented.**

Mr. Clements presented the Legal Update and told the Board that legislation adopted by the Ohio legislature would require the School to have a new policy regarding truancy and any related discipline. Students may no longer be disciplined for failing to attend school. It was pointed out that the School does not discipline students who fail to attend but is required to withdraw students who miss more than 105 consecutive hours of school. Mr. Clements also reported on the new statute that would require the Board to hold a public hearing in the event that the School's instructional practices would lead to more than 2% of teaching time being spent on any kind of testing including test preparation. Mr. Clements stated that such a hearing would need to be held in August and that he expected ODE to issue guidance with respect to the hearing requirements.

Mr. Cash presented the Sponsor Update and mentioned that Ron Adler's organization, the Ohio Coalition for Quality Education, is the only statewide organization advocating for charter schools and he encouraged the Board to consider joining that organization. Mr. Cash directed the Board's attention to a letter to the editor in the Sponsor Connection Newsletter complaining about the unfair criticism of charter schools.

Mr. Cash also mentioned another article about the roles and responsibilities of boards, sponsors, and management companies in relation to the operation of charter schools. Mr. Cash also mentioned House Bill 410 previously discussed by Mr. Clements and related to truancy and discipline. He also noted that the students who opt-out of any state testing cannot be promoted to the next grade unless the opt-out is related to a disability. Mr. Cash also reminded the Board about its legal obligation to provide an education for homeless children pursuant to the McKinney Vento Act.

There was nothing pending related to sponsor compliance issues and Mr. Cash reminded the Board that the Five Year Forecast was due in May. He noted that the School's Onsite Assistance Review was included in the Board materials and could be reviewed. Mr. Cash has been closely monitoring the Budget Bill and has participated in twenty-two meetings with House and Senate members mostly attempting to correct the issue relating to the participation rate for Value Added Testing required of dropout recovery schools. This year, dropout recovery schools are required to have a participation rate of 75% or higher on alternative assessments, such as NWEA MAP. It is unrealistic to think that a dropout recovery school would be successful at encouraging 75% of its students to take a test which has no bearing on their academics or graduation prospects. Mr. Cash also discussed the unfair closure criteria, which can lead to the closure of a charter school in a neighborhood where the nearest traditional public school performs worse academically than the charter school being required to close.

Mr. Hale asked Mr. Cash what additional training was needed during the balance of the year. Mr. Cash stated that Board members were required to have Sunshine Law Training and that St. Aloysius offers training through the Charter School Specialists online platform. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

**17-20 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.**

Mr. McMillin reported on the School's Financial Condition and told the Board that FTEs were strong and the School is ahead of budget. The School is in a strong cash position and all vendor payments are current. The expenditure of Federal Title Funds is on-track. In response to a question from Mr. McIntosh, Mr. McMillin stated that he did not expect there to be any carryover funds. Mr. McMillin will be presenting the Five Year Forecast next month. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

**17-21 RESOLVED, that the Board of Directors accepts the Financial Report as presented.**

Karen Wachter presented the management company report for the School. Eligible students took the online end of course exams and the School is currently focused on graduation and which students will be eligible. A cohort tracker is being developed to better meet the rules under the Local Report Card, which reports on the number of students graduating after 4, 5, 6, 7, and 8 years. The School is working on enrollment for next year and every effort is being made to reach the 75% participation rate for the alternative assessment.

Mr. Stack told the Board that parent, student, and staff surveys were being issued shortly. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

**17-22 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.**

Mr. Waechter presented the State of the School Report for Cliff Park High School and told the Board that students are outpacing the number of credits earned on a year-over-year basis and enrollment remains high. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

**17-23 RESOLVED, that the Board of Directors accepts the State of School Report as presented.**

Mr. Cash reported on the Onsite Assistance Review and suggested that the School needs to take a closer look into the alignment between APEX and Ohio academic requirements. In response to a question from Mr. McIntosh, Mr. Cash suggested that the Board may want to ask School leadership how it intends to respond to the recommendations contained in the OAR. Mr. Waechter stated that curriculum coaches are addressing the alignment issues.

Mr. Cash stated that the Sponsor is willing to provide technical assistance in this area as needed.

Mr. McMillin discussed the draft budgets, but stated that they did not need to be approved that evening. The budgets are based upon data from this year as well as projected revenue and expenses for next year. The Budget assumes only limited growth in FTEs. There followed a discussion about whether a Finance Task Force could have a call with Mr. McMillin to discuss the budget in more detail. In response to a question from Mr. McIntosh about salary increases and bonuses, Mr. Stack stated that Cambridge has developed a process to evaluate faculty and it will do everything it can to keep good team members. Bonus pools are established for each school.

There followed a discussion about the vendor contracts, some of which had been presented at the March meeting. Mr. Hale encouraged Board members to ask questions. The Board will need to make a decision at the May meeting. In response to a question from the Board, Mr. Stack explained the role of PSI, which provides occupational therapy, physical therapy, speech and language therapy, and psychology services at the schools. An alternative vendor is used in some situations where PSI cannot provide the services.

Mr. Stack explained that Cambridge was presenting an alternative EMIS vendor instead of Wall 2 Wall. Another organization is less expensive and has a strong focus on the on the impact of EMIS data on the Local Report Card. In response to a question from Mr. McIntosh, it was stated that all school leaders were involved in that decision making process. It was disclosed that the niece of a Cambridge employee owns the EMIS vendor, and in response to a question from Mr. McIntosh, Mr. Clements stated that the relationship did not present a Conflict of Interest for the Board and that it was simply a referral.

In response to a question from Mr. McIntosh about disaster recovery related to computer data, Mr. Stack responded that NEONET functions as the School's ITC and hosts all of the data. There followed a discussion about the differences between EMG and Skoda Minotti in relation to marketing. In response to a question from Ms. Barnes about social media marketing, Mr. Stack reminded the Board that Skoda Minotti's proposal was based upon production pricing and that they would charge extra for strategic sessions and generally offer more a la carte services.

In response to a question from Ms. Goettsche regarding integration of Sales Force, Mr. Stack commented that X-Tech had provided an IT support proposal and he would need to check on the integration with Sales Force. Also, Mr. Stack does not yet have a proposed contract from X-Tech so he does not know whether their proposal is premised on serving all three schools. He will know by the end of the month. He also noted that food service contracts were not included and typically become available in June or July. After some further discussion, it was suggested by Mr. Shuemaker that the contracts be tabled until the May meeting so the Board could have further discussion and ask more questions.

There followed a discussion about various career tech programs and the requirements. For example, the STNA program requires a hospital bed, a mannequin, and proper equipment. Mr. McIntosh suggested that the Board would need to see a plan for the curriculum and Mr. Cash suggested that some charter modifications might be needed. Mr. Hall estimated the cost of the equipment for the STNA program to be about \$20,000. There followed further discussion about career tech, CBI and other workforce relating programing.

The Board was reminded that Board training would take place on May 2 at 5:00 p.m.

Thereafter the meeting was adjourned.

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Kelly Goettsche, Secretary