

**MINUTES FROM THE MEETING OF THE
BOARD OF DIRECTORS OF
CLIFF PARK HIGH SCHOOL
HELD ON APRIL 17, 2018**

Directors attending: Rod Hale, Robert McIntosh, Fred Shuemake, and Nicole Barnes.

Directors absent: Dana Calhoun

Guests: Jason McMillin, Chuck Hall, Jeff Waechter, Stefanie Page, John Stack, Brian Dunbar, Jason Moore, Eric Walker-Mabry and Becky Scheiman.

The meeting was called to order at 6:02 p.m. and following introductions, Mr. Hale asked for a motion concerning the Agenda. It was noted that Mr. Walker-Mabry had been invited to view another meeting as a potential Board candidate.

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

18-24 RESOLVED, that the Board of Directors approves the minutes from the March 20, 2018 meeting as presented.

The Board then reviewed the agenda. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Mr. Shuemake, the Board of Directors unanimously passed the following resolution:

18-25 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on April 17, 2018, subject to any amendment by the Board of Directors during said meeting.

Ms. Scheiman noted that she did not have a legal update but she was planning on providing the required annual training on sunshine laws and ethics after the meeting. Mr. Dunbar then reviewed the Sponsor Connection and reviewed with the Board the At-A-Glance Report. He reminded the Board of the annual public records training and noted that the Sponsor would like to have the required training completed by end the end of May. Mr. Dunbar also noted that the Sponsor will be hosting a webinar on April 30th to review the Spring Compliance requirements. Thereafter, upon a motion made by Mr. McIntosh and seconded by Mr. Shuemake, the Board of Directors unanimously passed the following resolution:

18-26 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.

Mr. McMillin presented the Financial Report and told the Board that FTEs remain strong and that the School has a strong cash balance. The School continues to expend Federal Funds and as expected, the School received an increase in Career Tech funds during March. Mr. McMillin noted that he would be presenting the Five Year Forecast at the upcoming May meeting for approval. He will also have a draft of the 2018-2019 budget but the budget will not need to be approved. Thereafter, upon a motion made by Mr. Shuemake and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

18-27 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

Mr. Stack presented the Management Company Report. He noted that the School has the highest average enrollment since Cambridge began oversight of operations in 2013. Mr. Stack also noted that the School has already surpassed all other years of operations in the number of credits earned by over 30 credits. He discussed a recent visit to another dropout recovery school with higher graduation rates to learn about their programs and potential changes to the School's curriculum. Mr. Stack then updated the Board on the building construction noting that the asbestos was removed from the building and the Landlord was waiting on confirmation from the EPA to be able to tear down the building.

Mr. Stack reminded the Board that each of them should have received an email regarding a short Board survey and he requested that the Board complete the same if they had not already. He also noted that the May meeting agenda would contain vendor contracts and a projected budget for the upcoming year.

In response to a question from Mr. McIntosh regarding the Apex alignment to state standards, Mr. Stack noted that he was on a call with the Sponsor earlier in the day to discuss the APEX curriculum. He explained that the management company is looking at what additional information may be relevant to supplement the Apex curriculum in comparison to the standards being tested. Thereafter, upon a motion made by Mr. Shuemake and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

18-28 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.

Mr. Wachter presented the State of the School Report and noted that the School was excited about the newest Career Tech Education programming. He reminded the Board that the graduation would be held on June 7, 2018.

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

18-29 RESOLVED, that the Board of Directors accepts the State of School Report as presented.

Ms. Scheiman then reviewed the Credit Flexibility Policy, Positive Behavior Interventions and Supports Policy, Wellness Policy, Food Allergy Policy, Return to Play Policy, Medication Administration Policy, Parent Involvement Policy and Visitor Policy and discussed the changes to each of the policies. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Mr. Shuemake, the Board of Directors unanimously passed the following resolution:

18-30 RESOLVED, that the Board of Directors approves the following policies: Credit Flexibility Policy, Positive Behavior Interventions and Supports Policy, Wellness Policy, Food Allergy Policy, Return to Play Policy, Medication Administration Policy, Parent Involvement Policy and Visitor Policy as presented.

Mr. Hale then discussed the upcoming Board Meeting schedule, Board retreat and elections. He recommended holding elections in August since the current terms did not expire until September. He also noted the reasons why a May meeting will be necessary. The Board discussed having the meeting in May along with the Board Retreat, cancelling the June meeting and holding a meeting in July. Mr. Hale noted that the annual meeting would be held in August. There was no objection to the proposed meeting date changes.

Mr. Hale then provided an overview of the Board Retreat Schedule, including the timing for the same and some of the proposed speakers. He also informed the Board that Ms. Perz would be sending out a survey to participants in an effort to have Board feedback direct the content of the retreat.

Thereafter, at 6:33 p.m. upon a motion made by Mr. McIntosh and seconded by Mr. Shuemake and following a unanimous roll call vote, the Board of Directors entered Executive session to discuss the acquisition of real estate and matters required to be kept confidential by federal law. Thereafter, following a unanimous roll call vote at 6:52 p.m., the Board of Directors left Executive session and returned to public session. Ms. Barnes arrived to the meeting during the Executive Session.

Thereafter, the meeting was adjourned.

Nicole Barnes, Secretary
Cliff Park High School