

DRAFT

**MINUTES FROM THE MEETING OF THE  
BOARD OF DIRECTORS OF  
CLIFF PARK HIGH SCHOOL  
HELD ON MARCH 15, 2016**

Directors attending: Rodney Hale, Robert McIntosh, Nicole Barnes, Kelly Goettsche, Fred Shuemaker, and Deborah Dorsey.

Guests: Jason McMillin, Hydia Green, Brian Dunbar, Charles Hall, Jeff Waechter, John Stack, Josh Gossett, Jason Moore, and Arthur L. Clements III, Esq.

Mr. Hale called the Meeting to order at 6:06 p.m. and asked for a motion concerning the Agenda Thereafter, upon a motion duly made by Ms. Dorsey and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

**16-11 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on March 15, 2016, subject to any amendment by the Board of Directors during said meeting.**

Mr. Hale stated that the matter of the computer purchase had been added to the Agenda.

There was no public comment. Mr. Clements presented the Legal Update and mentioned that ODE was continuing to implement new requirements stipulated by House Bill 2 and that he would be reviewing with the Board the new Conflict of Interest Policy.

There were no changes to the Minutes from February 16, 2016. Thereafter, upon a motion duly made by Ms. Barnes and seconded by Ms. Dorsey, the Board of Directors unanimously passed the following resolution:

**16-12 RESOLVED, that the Board of Directors approves the minutes from the February 16, 2016 meeting as presented.**

Brian Dunbar presented the Sponsor Update and directed the Board's attention to the Sponsor Connection Newsletter. He mentioned that House Bill 2 requires all new Board members to have submitted a resume and passed a BCI/FBI background check before being seated on the Board of Directors of a community school.

Mr. Dunbar pointed out that the At-A-Glance Report indicates that the School has not yet drawn down as much of its Federal Funds as it might like for this time of year.

Mr. Dunbar continues to work with Mr. Waechter on compliance matters and hopes to have received all compliance information on or before April 30. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

**16-13 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.**

Mr. McMillin presented the Financial Report and noted that for the School's student FTEs increased to 147 for March, which represented an increase over February. The School is operating slightly below Budget, but the enrollment increase represents a positive trend and the School's cash position is strong. He noted that Cliff Park had not yet submitted any Project Cash Requests and needs to catch up. He noted that this year all Ohio Schools received an unexpected increase in Title IIA Funds, which may be used for Professional Development. He noted that the School received a FTE adjustment in March for FY15 and the School was required to repay approximately \$14,000, which will be booked as part of this year's Financial Statements and will be repaid between now and June.

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

**16-14 RESOLVED, that the Board of Directors accepts the financial reports as presented.**

Mr. Stack presented the Management Company Report and told the Board that the Budget process for FY2017 has begun and that Cambridge will be providing greater Management Company resources in the form of Academic Coaches. Also, Cambridge recently hired a Career Tech Coordinator for Ohio to help with the implementation of CBI. Conversations are continuing with YouthBuild and Cambridge expects to have some news in this area over the next 4 to 5 months. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Dorsey, the Board of Directors unanimously passed the following resolution:

**16-15 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.**

Mr. Waechter presented the State of the School Report and highlighted the excellent attendance for March, which was 53% and quite high for a dropout recovery school.

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

**16-16 RESOLVED, that the Board of Directors accepts the State of the School Report as presented.**

It was reported that the School's former Treasurer, Brian Adams, had taken an extension on filing the School's 990 Tax Return until May.

The Board discussed the computer purchase and reimbursing Marshall High School. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

**16-17 RESOLVED, that the Board of Directors approves the purchase of Surface computers in the amount of \$3,202.22.**

Mr. Clements discussed the new Procurement Policy for items purchased using Federal dollars and suggested that the same procedures be used for all purchases to avoid any confusion. Thereafter, upon a motion duly made by Ms. Barnes and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

**16-18 RESOLVED, that the Board of Directors approves the Procurement Policy as presented.**

There were no Board Member comments. Mr. Hale mentioned that the School's Annual Meeting would occur in May on the third Tuesday and asked the Board to submit any topics it would like to see covered during the Annual Meeting.

Mr. Clements reviewed with the Board the new Conflict of Interest Policy and helped Board Members complete the annual questionnaire, which now includes questions designed to comply with HB 2.

Thereafter, the meeting was adjourned.

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Deborah Dorsey, Secretary  
Cliff Park High School