

MINUTES FROM THE MEETING OF THE
BOARD OF DIRECTORS OF
CLIFF PARK HIGH SCHOOL
HELD ON OCTOBER 17, 2017

Directors attending: Rod Hale, Fred Shuemake, Kelly Goettsche, Dana Calhoun, Nicole Barnes, and Robert S. McIntosh.

Guests: Karen Wachter, Amy Printy, Jason McMillin, Chuck Hall, Jeff Waechter, Joni Hoffman, John Stack, Jerry Nadeau, and Arthur L. Clements III, Esq.

The meeting was called to order at 6:11 p.m. and following introductions a motion concerning the Agenda was requested. Mr. McIntosh mentioned that he would like to add to the Agenda a discussion about having an equipment audit at the School. Thereafter, upon a motion duly made by Mr. Hale and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

17-75 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on October 17, 2017, subject to any amendment by the Board of Directors during said meeting.

There were no public comments. There were no changes to the Minutes from the previous meeting. Thereafter, upon a motion duly made by Mr. Hale and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

17-76 RESOLVED, that the Board of Directors approves the minutes from the September 19, 2017 meeting as presented.

Mr. Clements provided a brief Legal Update related to charter renewals and the Sponsor Performance Review, the results of which will be published by ODE on or about November 15, 2017.

Ms. Hoffman presented the Sponsor's Report and mentioned that Renewal Applications were due in the near future. She reminded Board Members about the Board Member and School Leader Surveys that had been sent out recently and will be resent again shortly. She encouraged everyone to complete them as soon as possible. She reviewed the article in the Sponsor Connection Newsletter, which encourages sponsored schools to identify comparable schools for future comparisons. These can be public schools or charter schools but should be demographically similar. She pointed out that finding a comparable school for a dropout prevention school might be difficult. She also reviewed with the Board the At-A-Glance Report, which included a calendar for compliance items including meeting dates for the Charter School Leadership Team.

Ms. Hoffman commented on the Board Meeting Minutes from the previous meeting and the section pertaining to the Compliance Report. She then corrected the record to say that the yellow boxes in the 2017 Compliance Report mean that those items need to be uploaded. The yellow boxes do not mean that the School was non-compliant on that item. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

17-77 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.

Mr. McMillin presented the Financial Report and noted that the School continues to perform well financially. The School's cash position is very strong, although the cash position has decreased due to the escrow payment to the landlord to fund the purchase of the real estate next door.

The School's CCIP is not yet approved. The FY2017 audits have started and will be completed by Rea & Associates. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Calhoun, the Board of Directors unanimously passed the following resolution:

17-78 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

Ms. Wachter presented the Management Company Report. Staff recently received Professional Development on social media and marketing and Montgomery County ESC will be providing Professional Development around teaching in a dropout prevention school. Cambridge recently hired a new Special Education Director who will be providing training to the Intervention Specialists in the Southern part of the state.

Mr. Stack reported on the impact of the ECOT controversy and the attention it has brought to dropout recovery schools. The Ohio Coalition for Quality Education will be holding a Roundtable and Mr. Stack has participated on the House Speaker's Task Force on Dropout Prevention Schools.

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

17-79 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.

Mr. Waechter presented the State of the School Report and highlighted MAP testing and the number of credits being earned by the students. The OIP was discussed at the last Board meeting and he wanted to report that the Attendance Goal had been revised to cover the entire year. Thereafter, upon a motion duly made by Ms.

Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

17-80 RESOLVED, that the Board of Directors accepts the State of the School Report as presented.

Mr. McMillin reviewed with the Board the ODE Budget and the Five Year Forecast for the School and reviewed with the Board the assumptions behind the Forecast. Thereafter, upon a motion duly made by Mr. Shuemake and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolutions:

17-81 RESOLVED, that the Board of Directors approves the 2017-18 ODE Budget Form and authorizes its Treasurer to file it as presented or with any subsequent revisions required by the State of Ohio and approved by the Board President.

17-82 RESOLVED, that the Board of Directors approves the Five Year Forecast for the 2017-2018 school year and authorizes its Fiscal Officer to file it as presented or with any subsequent revisions required by the State of Ohio and approved by the Board President.

The Board reviewed the Annual Report. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

17-83 RESOLVED, that the Board of Directors approves the Annual Report as presented subject to further modification approved by the Administrator and the Board President.

Forms in connection with the Management Company Evaluation were distributed and some were completed and returned to Mr. Clements. There followed a discussion about the charter renewal and the EMO evaluation. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Calhoun, the Board of Directors passed the following resolution with Mr. McIntosh abstaining:

17-84 RESOLVED, that the Board of Directors authorizes its President to finalize, sign and submit a Renewal Application for Community School Sponsorship and any other documents necessary to renew the Charter with St. Aloysius in the best interest of the School.

The Board reviewed and discussed the proposed policies and decided not to repeal the Graduation Expense Policy. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

17-85 RESOLVED, that the Board of Directors approves the following policies: Stipend Policy, Electronic Equipment Use Policy, Ethics Policy, Funding Adjustment Policy and Career Advising Policy as presented.

Mr. McIntosh asked to discuss an equipment audit at the School. He suggested that there be a spot audit of 40 items. In response to a question about the procedures, Mr. McMillin stated that his office has an inventory of the physical assets at the School. Mr. McIntosh mentioned that he had spoken to the CFO for another Sponsor who suggested that a review of 40 items would be appropriate. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

17-86 WHEREAS, it is a responsibility of the Board to ensure compliance with purchasing and fixed asset policies,

NOW THEREFORE BE IT RESOLVED, the Board of Directors directs Massa Financial Solutions to perform an audit of a sample of assets to determine that (1) physical assets listed on the inventory provided by Cambridge Education Group are physically located in the School and that (2) assets physically in the School are correctly inventoried and that the number of items in each of the two categories is to be determined by Massa Financial Solutions with a total sample size of approximately 40 items.

Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Barnes and following a unanimous roll call vote, the Board of Directors voted to enter Executive Session to discuss the appointment, employment, promotion, demotion, or compensation of a public employee or official and the acquisition of real estate. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Barnes, and following a unanimous roll call vote, the Board of Directors voted to leave Executive Session and return to public session.

Mr. Shuemake commented on some new malware that attacks the Flash Player and suggested that the School and Board Members make sure that their antivirus software is updated.

Thereafter, the meeting was adjourned.

Kelly Goettsche, Secretary
Cliff Park High School