

DRAFT

MINUTES FROM THE MEETING OF THE
BOARD OF DIRECTORS OF
CLIFF PARK HIGH SCHOOL
HELD ON SEPTEMBER 20, 2016

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

Guests: Jason McMillin Sue Mash, Jeff Waechter, John Stack, Karen Wachter, Jerry Farley, Tracy Carter, Josh Gossett, Chuck Hall, and Arthur L. Clements III, Esq.

Mr. Hale called the Meeting to order at 6:16 p.m. and following introductions asked for a motion concerning the Agenda. Thereafter, upon a motion made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

16-64 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on September 20, 2016, subject to any amendment by the Board of Directors during said meeting.

Mr. Hale asked for a motion concerning the Minutes from the previous Meeting. Thereafter, upon a motion made by Ms. Barnes and seconded by Ms. Dorsey, the Board of Directors unanimously passed the following resolution:

16-65 RESOLVED, that the Board of Directors approves the minutes from the August 16, 2016 meeting as presented.

Mr. Clements presented the Legal Update and mentioned that Conflict of Interest questionnaires had been distributed and needed to be completed. He mentioned that House Bill 2 requires Schools to adopt a Budget by October 31 in a format prescribed by ODE. He suggested that the FY 17 Budget in the ODE format would need to match the FY17 portion of the Five Year Forecast, which also must be submitted by October 31, 2016.

Sue Mash presented the Sponsor's Report and reviewed with the Board the Sponsor Connection Newsletter. She discussed in particular the Sponsor Performance Review article and the difficulties with ODE. She reminded the School that the Budget, Five Year Forecast, and the Annual Report were due by October 31. She also noted that webinars are being held about the Local Report Card and the Every Student Succeeds Act (ESSA). The Sponsor will be attempting to provide support to schools who are revising their OIP and attempting to interpret their data. The Sponsor expects steady improvement at their sponsored schools. The Sponsor will be conducting on site performance reviews at all of its sponsored schools this year and will be attempting to provide more guidance. Above all, the Sponsor does not want schools to become

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

16-66 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.

Mr. McMillin presented the Financial Report and noted that School continues to perform well and is in a strong cash position. The School continues to be funded on the number of student FTEs that it reported for the month of June. This funding level will continue through September and "live" enrollment data will be used to fund the School in October. The School is current on all of its payables and there was very little if any carryover of Title Funds from last year. Mr. McMillin will be filing the School's Final Expenditures Report on or before September 30 and the FY2017 Title Fund Budgets have been submitted to ODE for its approval. He will be presenting to the Board the Five Year Forecast and the 2017 Budget previously approved by the Board in the new format prescribed by ODE and House Bill 2. Thereafter, upon a motion made by Ms. Dorsey and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

16-67 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

Ms. Wachter presented the Management Company Report and discussed some personnel additions as well as the Leadership Development program known as LEAD. She noted that Ms. Carter would be participating in new director training and that several members of the Cambridge Team would be attending Local Report Card Training on September 28. Cambridge will continue to conduct classroom walkthroughs and report the results electronically. However, the reporting tool has been revised to align more closely with OTES. It is hoped that these classroom walkthroughs will inform Cambridge about the Professional Development needs of its staff. In response to a question from Mr. McIntosh about the expenditure of funds for Facebook LEADS, Ms. Wachter stated that she would attempt to find out what the conversion rate had been for that marketing program.

Mr. Waechter noted that the School had recently completed Professional Development in connection with PBIS and that already the Faculty is noting improved behaviors at the School. There were no questions for Mr. Waechter. Thereafter, upon a motion made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

16-68 RESOLVED, that the Board of Directors accepts the State of School Report as presented.

Mr. McIntosh presented a report from the Finance & Audit Committee and recommended that the Board forego the Comprehensive Annual Financial Report portion of the Audit, which is typically prepared by the School's financial advisors. Mr.

McMillin noted that fewer than 5% of community schools prepared a CAFR and that this type of report is typically only found in the audits of much larger governmental entities. He assured the Board that the necessary Financial Statements would be submitted to the Auditor's Office, but that the CAFR was not required. The Board had no objections to this plan or the recommendation from the Finance & Audit Committee.

Ms. Wachter discussed the Performance Data available from NWEA MAP. Goals have been established as part of the OIP and students are taking or have completed baseline testing for this School Year. The School is adding resources and will continue to use Wilson Reading. Also, the School's Curriculum Committee will be taking a close look at APEX and making sure that the curriculum is appropriately aligned.

There followed a discussion about the Local Report and that Cliff Park had hit 5 out of 6 goals. The only goal that had been missed was the 7 year graduation goal.

The Board reviewed the proposed Cleaning Contract. Mr. Waechter explained that he had obtained several quotes and that this company represented the best value. Thereafter, upon a motion made by Ms. Goettsche and seconded by Ms. Dorsey, the Board of Directors unanimously passed the following resolution:

16-69 RESOLVED, that the Board of Directors approves the Cleaning Contract with Clean All Services as presented subject to further modification approved by the Board President.

In a response to a question from Mr. McIntosh, Mr. Waechter stated that any deep cleaning by this company would be an additional charge.

Ms. Wachter reported that School had been rated Meets Standard on the Local Report Card and that this was the first year of an overall rating. There followed a discussion about the Progress Measure for dropout recovery schools and that while last year only 50% of the students were required to test, this year, 75% of the students were required to test. Mr. Hale commented that based on his experience in Columbus several years ago testifying about dropout recovery schools, it was his opinion that ODE does not understand them and does not care about them.

The Board reviewed the CCIP that had been submitted to ODE in connection with the School's Title Funds. Thereafter, upon a motion made by Mr. McIntosh and seconded by Ms. Dorsey, the Board of Directors unanimously passed the following resolution:

16-70 RESOLVED, that the Board of Directors accepts the FY17 Consolidated Funding Application as presented and authorizes expenditures substantially in accordance with the application.

Mr. Farley made a presentation concerning Career Tech, which involves teaching both the hard and soft skills needed to be employable. Soft skills are taught under Career Based Intervention (CBI). CBI can involve both the soft skills taught by regular teachers involving resume writing and interviewing techniques as well as work based learning. Mr. Farley noted that the School currently offers CBI, which is being revamped.

Mr. Waechter asked if the Board would consider selling some "Thin Client" computer equipment to another school because the equipment is no longer in use at Cliff Park. He explained that in order for students to take the new graduation test on the computer, new equipment was purchased last year to replace the Thin Clients. Mr. Waechter proposed that the equipment be sold to a start-up school. A quick check on the internet showed that similar equipment was being sold for \$40 on eBay. Thereafter, upon a motion made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

16-71 RESOLVED, that the Board of Directors authorizes the sale of the School's remaining Thin Client computer equipment to Mason Run, a start-up school operated by Cambridge in Ohio for \$50 per unit.

Mr. McMillin confirmed that the equipment was more than 3 years old and was fully depreciated. Its book value is 0.

Mr. Hale asked about any Board Member comments. Mr. McIntosh recognized Mr. Shuemake for having attended with his wife a White House Conference on prescription drug addiction and the opioid crisis.

The next meeting will take place on October 18.

Thereafter, the meeting was adjourned.

Deborah Dorsey, Secretary