**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Annual/Regular Board Meeting**

**Thursday January 17, 2019**

The President Josh Martin called the Annual meeting to order at 11:30 a.m.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara, Joe Shemasek, Dr. Susan Rossi.

Brett Green was absent and excused.

**BOSS Staff:**

Don Thompson, Amy DeFilippo, Roberta Shirey, Andrea Dobbins, Madeline Baker, Angela McGraw, Frank Mader, Jeannette Bailey, Lori Conley.

**Guests:**

DeAnna Hardwick, ESCLEW Technical Assistance Educator.

Pledge of Allegiance

**Adopt the Agenda:**

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the January 17, 2019 Annual Meeting Agenda. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Appointment of Officers for 2019:**

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the appointment of the following officers for 2019 and continue with the same as last year:

* President: Josh Martin
* Vice President: Sue Rossi
* Treasurer: Joe Shemasek
* Secretary: Rob O’Hara

The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Adopt the 2019 Board Meeting Schedule:**

Regular Meetings:

Thursday February 21, 2019

Thursday March 21, 2019

Thursday April 18, 2019

Thursday May 16, 2019

Thursday June 20, 2019

Thursday July 18, 2019

Thursday August 15, 2019

Thursday September 19, 2019

Thursday October 17, 2019

Thursday November 21, 2019

Thursday December 19, 2019

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the 2019 Board Meeting Schedule as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Adjournment:**

The January 2019 Annual meeting was adjourned at 11:33 a.m.

The President Josh Martin called the Regular January 17, 2019 meeting to order at 11:33 a.m.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara, Joe Shemasek, Dr. Susan Rossi.

Brett Green was absent and excused.

**Adopt the Agenda:**

A motion was made by Rob O’Hara and seconded by Joe Shemasek to adopt the January 17, 2019 Regular Meeting Agenda. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Public Input:**

There were no public comments.

**Approval of Minutes:**

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the December 13, 2018 board minutes as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Committee Report:**

Finance/Personnel: Chairman Joe Shemasek reported that the committee met this morning and will turn over to Roberta Shirey for the Treasurer’s Report.

**Treasurer’s Report-Roberta Shirey:**

Roberta Shirey provided the treasurer’s report for December 2018. FTE’s were 671 for revenue of $551,222. The cash balance was $1,604,138 for 107 days cash. This is 5 more than last month. Payables were $21,674 resulting in an unencumbered cash balance of $1,582,464. Budget and cash flow variances were discussed. December expenses were $9,862 lower than November. Salaries were $5,920 higher due to new certified staff. Benefits were $4,602 higher due to workers compensation premium of $8,533 and no payment of dental or life insurance of $4,000. Purchased services were lower by $16,121. Therapy services were $2,100 lower as were administrative purchased services by $4,809. Instructional purchased services were $$4,090 lower and building services were $5,136 lower. Supplies were up $9,057 from November due to instructional supply purchases being lower by $6,200 and computer purchase of $15,255. Miscellaneous expenses were down $393. Debt payments were $12,927 lower due to the December mortgage payment being recorded on the November books. Year to date expenses are $113,134 higher than last year at this time. This is due to FTE repayments and additional students. Expenses are in line with the budget. Year to date, revenue exceeds expenses by $114,178. The state auditors are here working on our FY 18 fiscal audit. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Treasurer’s Report as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Committee Report:**

Curriculum/Policy: No report per Chairman Rob O’Hara

**Monthly Enrollment Verification-Frank Mader:**

Frank Mader reported that two out of ten students were not verified this month in our self-audit. We are currently implementing a couple of strategies with Canvas which can flag students that we don’t have information on and we’ve also held report cards on those students who have not turned in information. We were just notified that we have received 5 more today. The Director reported that this continues to be a point of emphasis and we have to have governing authority involvement. A motion was made by Sue Rossi and seconded by Rob O’Hara to approve the Monthly Enrollment Verification as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**ESCLEW Monthly Update-DeAnna Hardwick:**

**December Site Visit:**

       Parent Satisfaction Interviews

       Compliance with HB410 Attendance Implementation, Evidence, and Tracking

       Progress with 11.6 goals

       School Improvement Plans/Grant Applications

       Progress with Academic CAP for Elem & Sec

**January Site Visit:**

       Sped Ed File Review and Classroom Observation

**Financials:**

       Monthly Desk Review – Clear, No Red Flags

**GA Update January 2019:**

       Focus:  Fiduciary Responsibility

o   3 Primary Obligations include the duty of oversight, the duty of loyalty, and the duty of obedience

o   What violations of these areas as a GA member would look like

**Other notes:**

       ESCLEW Earned Effective Sponsor Rating

       BOSS Christmas Present – Super Hero Parking Sign

**Out of Town Events-Don Thompson:**

Ohio Education Technology Conference (OETC)-Columbus, General Fund, February 12-13, 2019, Frank Leppar.

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the Out of Town Events as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Certificated Personnel-Don Thompson:**

The Director recommended board approval of the following Certificated Personnel:

Substitute:

* Aarika Denton, Part Time Substitute-At Home, effective January 4, 2019

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Certificated Personnel as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Non Certificated Personnel-Don Thompson:**

* None

**2019 BOSS Employee Health Insurance Plan (Anthem)-Don Thompson:**

The Director recommended board approval of the 2019 BOSS Employee Health Insurance Plan with Anthem at a 0% increase. There was a 3% increase with vision and dental that has been absorbed. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Health Insurance Plan with Anthem as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Resolution-2018-2019 School Improvement Plan-Don Thompson:**

The Director recommended board approval of the Resolution for the 2018-2019 School Improvement Plan. He said the architect of the work is Andrea Dobbins. ODE is to review the initial draft which had to be done quickly back in December. There may be changes potentially next month. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Resolution for the 2018-2019 School Improvement Plan. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**2019 Mileage Reimbursement Rate-Don Thompson:**

The Director recommended board approval of the mileage reimbursement rate and that it remain at .50 cents per mile for 2019. A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the 2019 Mileage Reimbursement Rate as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**2019-2020 College Credit Plus (CCP) MOU’s-Don Thompson:**

The Director recommended board approval of the following CCP MOU’s for 2019-2020 with Kent State University and The University of Akron.

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the CCP MOU with:

* Kent State University:

The motion was approved by Martin, O’Hara, Shemasek, with Dr. Susan Rossi abstaining.

* The University of Akron:

The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Items from the Board:**

Board President Josh Martin congratulated the school for the information that was in the newspaper about the number of BOSS students going to college. He said BOSS faired very well and sometimes we don’t get the credit we deserve.

**Administrative Update/Good of BOSS-Don Thompson:**

* Special Education Update-Angela McGraw, Director of Special Education:

Angela McGraw reported that the year is half over and has been stressful, busy and challenging. The department is under scrutiny. DeAnna Hardwick has been checking folders for compliance issues and so far so good. Another audit is scheduled in March by the Office of Exceptional Children. DeAnna has been prepping the general ed teachers and Angela and Andrea Dobbins are prepping general ed and special ed teachers. Angela has spoken with Jen Enochs at East Liverpool City Schools and she has told her that it is a lot of work to meet the state requirements and very difficult, but we will come out better for it. We have gained a lot of special ed students and are at 26%. It is very hard to keep special education staff but today we are fully staffed and hoping that will continue through the rest of the school year. We are paying Therapy Source, an outside service provider, to have additional help. Angela asked to have the Special Ed department recognized. They are one Intervention Specialist short and the staff always steps up. She truly appreciates their hard work. DeAnna Hardwick reported on a special ed parent she called. For the first time their needs have been met. Their 6th grader knew the names of his teachers and the IEP process made them feel like they were a member of the team.

* Staffing/Additional Items-Don Thompson, Executive Director:

The Director reported that staffing has been a focus. The subcontractor position through Therapy Source has brought us up to where we need to be. Professional Development has been an integral part of the School Improvement Plan. We had to close enrollment for any student with an IEP. Word of mouth within the special ed community works very well. The Director received a call from Linkedin and set up a phone conference with them because they offer recruitment. We have had two teachers get their 1 year special ed licenses. Additional items are College Credit Plus. BOSS faired about 3rd in the county for stats of students that go on to college. It’s another costly program, but would like to give Jeannette Bailey credit. BOSS has 8 different MOU’s with 19 different colleges.

* State of BOSS-Don Thompson, Executive Director:

The Director reported that we have established our niche remaining at about 700 students. BOSS teacher Gretchen Long received a letter from one of her students who was a former ECOT/TRECA student who said BOSS is a smaller, cozier school. You could go an entire year at ECOT and TRECA without talking to a teacher.

**Adjournment:**

The board meeting was adjourned at 12:14 p.m.

The next regular board meeting will be Thursday February 21, 2019 at 11:30 a.m., at 119 East Fifth Street, East Liverpool, Ohio 43920.

Respectfully Submitted,

Amy DeFilippo

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**Signature of Board President**