**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday July 19, 2018**

The President Josh Martin called the 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.

Pledge of Allegiance

**BOSS Staff:**

Don Thompson, Amy DeFilippo, Roberta Shirey, Frank Leppar, Frank Mader, Lori Conley.

**Guests:**

DeAnna Shamp, ESCLEW Regional Technical Assistance Educator via telephone conference.

**Adopt the Agenda:**

A motion was made by Joe Shemasek and seconded by Rob O’Hara to adopt the agenda with the following addendums:

**DELETION:**

Item XII. Certificated Personnel-Don Thompson

New Hire:

* DELETION-Wesley Bean, Intervention Specialist

**ADDITION:**

Item XII. Certificated Personnel-Don Thompson

2017-2018 Resident Educator Program Stipend:

* ADDITION-Nicole Price, Mentor @ $500.00

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

**Public Input:**

There were no public comments.

**Approval of Minutes:**

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Minutes from June 14, 2018 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

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

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

Roberta Shirey provided the Treasurer’s Report for June 2018. FTE’s were 684 for revenue of $444,938. The cash balance was $1,489,960 for 110 days cash. This is 1 more than last month. Payables were $25,570 resulting in an unencumbered cash balance of $1,464,390. Budget and cash flow variances were discussed. June expenses were $4,380 higher than May. Salaries were $11,510 higher due to stipends paid for extra work. Benefits were lower due to grant adjustments. Purchased services were lower by $9,000 for building services and $4,000 higher for instructional purchased services. Supplies were down $1,008 from May due to fewer instructional supply purchases. Miscellaneous expenses were up $8657 from May because there was no insurance payment in May. Capital expenses were up $6,000 for construction of offices and movement of equipment. Year to date expenses are $1,098,412 less than last year at this time. Expenses are in line with the budget and revenue is higher than budgeted. Year to date, revenue exceeds expenses by $756,232. We will be looking into going back to a one year audit schedule starting FY 18. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Treasurer’s Report as presented. The motion was approve by Martin, O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

Curriculum/Policy: Chairman Rob O’Hara said the committee did not meet and there is no action.

**ESCLEW Monthly Update-DeAnna Shamp:**

**Site Visit:**  Opening assurances were conducted in June.  The majority of criteria to open have been met.  The final need is to ensure that all teaching licenses are issued and FBI/BCI within a five year window by 10 days prior to school starting.  Teachers without current, issued licenses cannot begin work until these documents are confirmed.

August site visit is already scheduled.

**Financial:**  The May review was verified and confirmed with no flags.

**GA Update:**  Not issued by ESCLEW for June nor July; anticipate an August issue.

**Other:**  Annual, mandatory state meeting is Friday, August 3rd in Toledo for all school leaders.

Please stay in touch with any questions!  See you soon – enjoy what is left of the summer!

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

The Director recommended board approval of the following Out of Town Events:

* Psychological Evaluations, Statewide, General Fund, 2018-2019 School Year, Jim Zimmerman.
* Alternative Assessment Testing, Statewide, General Fund, 2018-2019 School Year, Joyce Jackson, Kathy Brown.
* Hearing and Vision Screenings, Statewide, General Fund, 2018-2019 School Year, Pam Kiger.

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

**Certificated Personnel-Don Thompson:**

The Director recommended board approval of the following Certificated Personnel:

New Hires:

* Alicia Nolf, Step 1B-In House, 3rd Grade, effective August 14, 2018
* Alyson Saracco, Step 0B, Grades 7-12, effective August 14, 2018
* Bethany Quetot, Step 3M-Hybrid, Intervention Specialist K-3, effective August 14, 2018, pending verification of degree level

Additional Days:

* Approve Additional Days at $250.00 per day for Jeannette Bailey, not to exceed 10 days

2017-2018 Resident Educator Program Stipend:

* ADDITION-Nicole Price, Mentor @ $500.00

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

**Non Certified Personnel-Don Thompson:**

The Director recommended board approval of the following Non Certificated Personnel:

EMIS Coordinator-2018-2019 School Year:

* Gina Gulutz

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

**Gaggle Safety Management for Google 2018-2019-Don Thompson/Frank Leppar:**

The Director recommended board approval of the Gaggle Safety Management for Google Contract 2018-2019. Frank Leppar reported that a team of people review all student emails that pass through the system before we get them and can flag them. It also reviews the Google Drive folders as well. We have used it for approximately 10 years and it is fantastic. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Gaggle Safety Management for Google Contract 2018-2019 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Additional Days-Don Thompson:**

The Director recommended board approval of payment of up to 15 additional days through July 31, 2018 to the following:

* Roberta Shirey, Treasurer

A motion was made by Joe Shemasek and seconded by Brett Green to approve payment for the additional days as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Administrative Update-Don Thompson:**

Security System Update-Frank Leppar:

Frank Leppar updated the board about the new security system with Vector Security. There are four cameras. One in the lobby, one at the door, one in the lunch room and one in the back room. It can record for up to one month continuously, and it can be monitored from a computer or cell phone. The after-hours burglary system has an alarm which notifies police, and there is an intercom for the front door to buzz people in. The Director said all staff will have swipe cards to use at the first and second doors and it is a much better way to monitor the building. Someone hit our front door last year and we have no record who it was and QDA was recently broken in to and vandalized.

**Items from the Board:**

* None

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

* None

**Executive Session:**

A motion was made by Rob O’Hara and seconded by Brett Green to begin Executive Session at 11:48 a.m., to consider the employment and compensation of a public employee or official. Board President Josh Martin invited Don Thompson and Roberta Shirey into Executive Session. Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara, Joe Shemasek, Sue Rossi, Brett Green. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Return to Public Session:**

12:02 p.m.

**BOSS Employee Contracts 2018-2019-Don Thompson:**

The Director recommended board approval of the following contracts:

Treasurer:

* Roberta Shirey

Consultants:

* Madelaine Friebe
* Rich Lucci
* Rick Sheppard
* Cindy Shultz

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the BOSS Employee Contracts for 2018-2019 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Renewal of Executive Director’s Position for 2018-2019:**

Executive Director:

* Don Thompson

A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Executive Director’s Position for 2018-2019 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Adjournment:**

The board meeting was adjourned at 12:04 p.m.

The next regular board meeting will be Thursday August 16, 2018 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**