**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday March 15, 2018**

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

Roll call by Amy DeFilippo:

Josh Martin, Joe Shemasek, Dr. Susan Rossi.

Rob O’Hara and Brett Green were absent and excused.

Pledge of Allegiance

**BOSS Staff:**

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

**Guests:**

DeAnna Shamp, ESCLEW Regional Technical Assistance Educator.

**Adopt the Agenda:**

A motion was made by Sue Rossi and seconded by Joe Shemasek to adopt the agenda with the following item to be tabled:

* Item XVI. 2018-2019 College Credit Plus (CCP) MOU-Tiffin University

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent. Motion carries.

**Public Input:**

There were no public comments.

**Approval of Minutes:**

A motion was made by Sue Rossi and seconded by Joe Shemasek to approve the February 15, 2018 Board Minutes with the following amendment to Certificated Personnel as follows:

* Amendment to the February 15, 2018 Board Minutes

Certificated Personnel-New Hire:

Holly Harriman, 4th Grade Teacher to be paid with Title II-A Funds, effective February 5, 2018.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent. Motion carries.

**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 February 2018. FTE’s were 653 for revenue of $419,211. The cash balance was $1,096,986 for 81 days cash. This is 4 less than last month. Payables were $4,535 resulting in an unencumbered cash balance of $1,092,451. Budget and cash flow variances were discussed. February expenses were $156,213 higher than January. Benefits were up $88,846 due health insurance that had 2 payments in February due to delayed billing. Supplies were up $67,067 for computers for new enrollments. Year to date expenses are $798,623 less than last year at this time. Expenses are in line with the budget and revenue is higher than budgeted. Year to date, we have income of $363,250. We switched to Dynegy Energy Services East for our electric supplier. It is a 36 month contract at a fixed rate of .0525 per kwh. The auditors are still working on our audit. All fieldwork is done, they are waiting for the FTE results. A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the Treasurer’s Report as presented.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent.

Motion carries.

**Committee Report:**

Curriculum/Policy: No report

**Policy Update-Don Thompson:**

The Director recommended board approval of the following existing board policy which has been updated due to our federal programs audit:

* 148.2 Fixed Asset Policy/Title I and Federal Grant Assets Policy

A motion was made by Sue Rossi and seconded by Joe Shemasek to approve the policy as presented.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent.

Motion carries.

**ESCLEW Monthly Update-DeAnna Shamp:**

**Financial Review:**  areas reviewed for the recent report include the following:

       Financial summary

       Year to date actual vs budget forecast

       Any invoices 60 days past due

       FTE Enrollment report

       Monthly separated grants reporting

       Bank Statement

       Bank Reconciliation

       Check Register

*Results:  no flags, compliant*

*\*Still no contact from ODE regarding FTE payback for 2015-2016 school year*

**Report Attached**

**Site Visits:**  the following areas addressed in March for compliance are as follows:

       Assessment update tracking student progress

       Monitoring OIP process

       Progress of TBT’s

       Academic Corrective Action Plan

       LPDC update – PD plan goals; track progress

       Staff training for state testing

*Results:  fully compliant no noted areas of improvement at this time*

**GA Update – March 2018:**

       School Safety

       Bomb Threat Call Procedures**–***Homeland Security*

**Other Notes:**

       **Training/FBI-BCI current for all members**

       **11.6 Board Goal Reminder**

o   Board Members will attend the graduation ceremony as representatives of BOSS in the community.

o   Board Members will pursue 2 professional development opportunities relevant to their role on the board per year

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

* None

**Certificated Personnel-Don Thompson:**

* None

**Non Certificated Personnel-Don Thompson:**

* None

**2018-2019 School Calendar-Don Thompson:**

The Director recommended board approval of the 2018-2019 School Calendar. A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the School Calendar as presented.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent.

Motion carries.

**2018-2019 College Credit Plus (CCP) MOU-Don Thompson:**

* Tiffin University

Item has been tabled until the April board meeting.

**Principal/Director’s Report:**

* Testing/Student Performance-Lori Conley:

Lori Conley gave the testing update in Frank Mader’s absence. She reported that the first round of ACT tests were given on February 27, 2018 in which 73 students were tested. Make ups will be given on March 20, 2018. OGT tests are being given this week (March 12-16), with a total of 8 students. Six have been tested so far this week. Only 2 students are current BOSS students and the remainder are students that have met their testing requirements, but are trying to pass the OGT to get their diploma. End of Course tests will be April 9-April 13 (23 test sites) and April 16-20 (13 test sites). Currently there are 624 students to be tested with a total of 1720 tests to be given. We project to test 98% online, and hope to be at 100% for 2018-2019 testing.

* Special Education CAP-Angela McGraw:

Angela McGraw updated the board about the Special Education CAP stating the special education department has taken in 33 students from ECOT and the department currently has 192 students with disabilities. 30 students are on 504 plans, 6 are general education students, and 6 new students have 504 plans. We’ve recently added two new teachers, Mandy Arnold who teaches in house, and Nicole Forbes, who works from home. We also have three Alternate Assessment Teachers. We have been getting a lot of enrollment inquiries for next year, but some are interested in this year. The CAP stems from last school year when we were out of compliance for one student, which is what caused the CAP. The Director said this has caused a lot of work, but is sure it will not happen again. He said he has favorable comments regarding the special education department. The staff has been taxed and there have been a lot of changes the last couple of years with downsizing.

* Technology Hardware Upgrade-Frank Leppar:

Frank Leppar updated the board about an upgrade to our technology hardware within the BOSS facility.

**Items from the Board**

Board President Josh Martin took a moment to thank the BOSS administration and staff who accommodated the Leadership Columbiana County group that visited the school. They really valued what they saw here.

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

Enrollment:

The Director reported that we are at 759 students and capped at 762, and have regained last year’s graduating class. We have added 120 students since the semester and 90 of which are from ECOT. The board has closed enrollment for this year and has opened it up for next year. Families initiate the request and we respond. This translates into the additional funds from Roberta Shirey this month. Feedback that we have received from ECOT and VCS is that we have a much better format to teach.

School Safety:

The Director reported that with the nationwide student protests, every board of education has had to address school safety. We are not immune from it and will convene a committee in the next few weeks to address these things. The Director has asked Frank to look at security systems. We are getting calls from families and they do not feel safe.

**Executive Session:**

A motion was made by Joe Shemasek and seconded by Sue Rossi to begin Executive Session at 12:06 p.m., to consider the employment and compensation of a public employee or official; to consider the sale of property. Board President Josh Martin invited Don Thompson and Roberta Shirey into Executive Session.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara-Absent, Joe Shemasek, Sue Rossi, Brett Green-Absent.

Motion carries.

**Return to Public Session:**

12:41 p.m.

**Adjournment:**

The board meeting was adjourned at 12:41 p.m.

The next regular meeting will be Thursday April 19, 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**