**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday May 17, 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 was absent and excused.

Pledge of Allegiance

**BOSS Staff:**

Don Thompson, Amy DeFilippo, Roberta Shirey, Angela McGraw, Tiffany Rudibaugh, Frank Leppar, Frank Mader, Andrea Dobbins, Rich Lucci, Lori Conley.

**Guests:**

DeAnna Shamp, ESCLEW Regional Technical Assistance Educator.

**Adopt the Agenda:**

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

* Item XXIV. Executive Session

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 Rob O’Hara and seconded by Joe Shemasek to approve the Minutes from April 19, 2018 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Committee Report:**

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

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

Roberta Shirey provided the Treasurer’s Report for April 2018. FTE’s were 687 for revenue of $522,695. The cash balance was $1,453,548 for 108 days cash. This is 14 higher than last month. Payables were $2,485 resulting in an unencumbered cash balance of $1,451,063. Budget and cash flow variances were discussed. April expenses were $20,670 higher than March. Purchased services were higher by $18,152 for therapy for special education. Supplies were up $3,371 from March due to instructional and tech supply purchases. Year to date expenses are $922,318 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 $719,820. The auditors are still working on our audit. All fieldwork is competed but they are waiting for the FTE results. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Treasurer’s Report as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Five Year Forecast-Roberta Shirey:**

The 5 year forecast was presented. Enrollment is estimated at 750 students over each of the next 5 years. Salaries for teachers were increased by steps and support staff received a percent increase. Benefits were budgeted with insurance costs increasing over each of the next 5 years. Purchased services and supplies are calculated on a per pupil basis adjusted for inflation. A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the Five Year Forecast as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Julian & Grube, Inc. Medicaid Audit-Roberta Shirey:**

Roberta Shirey reported that we use HBS who is a Medicaid Collection Provider to get reimbursed for Medicaid services, which requires us to be audited before it is submitted to the state for reimbursement. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Julian & Grube, Inc. Medicaid Audit as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Committee Report:**

Curriculum/Policy: Chairman Rob O’Hara reported that the committee did not meet today.

**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 – Please see attached*

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

       Assessment update tracking student progress

       Monitoring OIP process

       Progress of TBT’s

       Academic Corrective Action Plan

       Student file review

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

**GA Update – May 2018 (Please see attached)**

      New report Card Indicator – Chronic Absenteeism

Ohio has selected as a measure of school quality or student success

      Research supports student attendance impacts academic performance

      Defined as:  missing 18 or more days in a school year

Ohio data statewide (see attached) 15-16 school year shows

**15.8% of students met that definition by 2025-26, schools may have no more than 5% to meet the indicator**

      **Goal is to decrease chronic absenteeism 1% each year until 2025-26 school year statewide where 95% of all students are attending school regularly**

      **Effective this school year, 2017-18, this indicator will contribute to the indicators Met measure within the achievement component of the LRC**

      Schools will be deemed to meet the indicator if either

1.  Meets the benchmark outlined in the table (attached)

      OR

2.  Meets an improvement standard by 3 percentage points from one year to the next

       **To ensure that schools do NOT suspend/expel truant students for chronic absenteeism, a review may be conducted of each school’s suspension and expulsion data.  Schools that would otherwise meet the indicator but show significant increases in suspension/expulsion rates with “truancy” noted as the reason for discipline, would have their “met” status demoted to “not met.”**

See link in the update document for more information about this change

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

The Director recommended board approval of the following out of town event:

* OME-RESA Training, Steubenville, General Fund, May 11, 2018, Mary Williams.

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

**Spring Testing Stipends-Don Thompson:**

The Director recommended the board approve the following Spring Testing Stipends:

* Matt Adamo-$250
* Mandy Arnold-$200
* Shaun Barcalow-$450
* Kathy Brown-$300
* Nathan DeMar-$100
* Joyce Jackson-$400
* Mary Kelty-$150
* Bob Morris-$50
* Jen Powell-$50
* Lea Schuffert-$200
* Kristen Young-$50

A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Spring Testing Stipends as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Summer School Credit Recovery Proposal-Don Thompson:**

The Director recommended board approval of the following proposal:

The following course offerings will be available June 11-28, 2018 based on need, and will be offered as Pass/Fail. 100% attendance is required (Grades 9-12). Compensation to be provided as a Supplemental Contract.

Virtual: $700 = 20 hours of instruction plus planning time. Total cost of program: $4,900

English Language Arts-Baker

Algebraic Expressions-Stoneking

Advanced Algebraic Expressions-Fairbourn

Physical Studies-Baskette

Studies in Biology-Long

American History-Barcalow

American Government-Adamo

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Summer School Credit Recovery Proposal 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:

New Position:

* Jeannette Bailey, Guidance/Student Services, effective August 1, 2018

Leave of Absence:

* Amanda Arnold, approve unpaid leave of absence, effective April 18, 2018 and ending June 6, 2018.

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

**Non Certificated Personnel-Don Thompson:**

None

**Resolution-ESCLEW 3 Year Sponsor Contract-Don Thompson:**

The Director recommended approval of the ESCLEW Sponsor Contract-3 Year Term effective July 1, 2018-June 30, 2021, including authorizing the Director to complete and submit any ancillary documents or attachments to the contract.

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Resolution for the 3 Year Contract with ESCLEW as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

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

The Director recommended board approval of the following 2018-2019 contracts:

* 47 Teacher Contracts
* 10 Support Contracts

Administration, Admin Support and Consultants will come at a later date. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the BOSS 2018-2019 Contracts as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Tyco SimplexGrinnel Contract-Don Thompson:**

The Director requested authorization to enter into a contract renewal with Tyco SimplexGrinnell for the service and support of our fire and life safety systems. The term is for 5 years with a renewal date of June 1, 2018. A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the request as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Principal/Director’s Report:**

* Computers/School Safety Update-Frank Leppar:

Frank reported that during the OETC conference last year, himself, Don Thompson and Frank Mader saw things that could benefit BOSS. We are moving to an all Chromebook for our school and will have more information next month. We are also working on School Security with cameras and key cards and will have an update at the next board meeting.

* BOSS Graduation-Andrea Dobbins:

Andrea reminded the board of the upcoming graduation ceremony on Friday June 1, 2018. The ceremony will start at 7:00 p.m. Board President Josh Martin replied that he will be there to give an introductory speech.

* Grants/CCIP-Rich Lucci:

Rich reported that they are finishing up the details on an allocation of funds around the middle of June in the amount of $637.00 that we have to apply for by June 14th. We are contacting the state for more information.

* Testing/Student Performance-Frank Mader:

Frank reported that Friday April 27th concluded three weeks of testing, most of which were online tests the first and second weeks and there were make-up tests given the third week. 1,656 tests were administered out of 1,677 which is 98.75%. Only 18 paper tests were given. Online results will be back June 4th. We will have a couple students taking the OGT test June 11th and 3rd grade ELA will be given July 9th.

* Special Education Department Update-Angela McGraw:

Angela reported on the end of the year activities going on in her department including amendments to IEP’s, OT and PT outside services, Professional Development due to changes in IEP and ETR forms, Progress Book, Medicaid Audit, and searching for new teachers.

* i-Ready-Tiffany Rudibaugh:

Tiffany reported that she will be taking over i-Ready and getting it cleaned up to run smoother next year. There will be an i-Ready webinar June 4th.

* Testing-Lori Conley:

Lori reported that she is happy testing is over and thanked everyone for their help.

* E-Rate-Frank Leppar:

Frank reported that E-Rate has approved our 2018-2019 purchases for E-Rate eligibility.

The Director reported that these are a small portions of the things going on to get the school year done, and thanked the group of administrators for making everything happen. DeAnna Shamp reported that this is the first year for a student who has been with BOSS since Kindergarten to graduate.

**Items from the Board:**

None.

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

The Director commented that things are good at BOSS and we are looking forward to the future.

**Adjournment:**

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

The next regular board meeting will be Thursday June 14, 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**