**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday September 20, 2018**

Board 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, Andrea Dobbins, Angela McGraw, Frank Leppar, Madeline Baker, Lori Conley.

**Guests:**

DeAnna Hardwick, ESCLEW Technical Assistance Educator.

**Adopt the Agenda:**

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the agenda as presented. 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 Sue Rossi to approve the minutes from August 16, 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 this morning 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 August 2018. FTE’s were 596 for revenue of $390,528. The cash balance was $1,544,567 for 119 days cash. This is 19 less than last month. Payables were $23,266 resulting in an unencumbered cash balance of $1,521,301. Budget and cash flow variances were discussed. August expenses were $90,081 higher than July. Salaries were $12,162 higher due to stipends paid for extra work over the summer and salary increases in August. Benefits were $3,000 higher due to higher salaries and grant adjustments. Purchased services were higher by $49,400. Therapy services were $14,000 higher and $36,000 for instructional purchased services for Adobe Connect. Building services were up $4,000, Audit fees were $2,000 higher and Administrative services were $5,000 lower. Supplies were up $36,658 from July due to instructional supply purchases from iReady and tech supplies were $4,000 higher. Capital expenses were down $10,953 because no construction of offices or installation of security equipment. Year to date expenses are $51,589 less than last year at this time. Expenses are in line with the budget and revenue is lower than budgeted. Year to date, revenue exceeds expenses by $54,608. A motion was made by Joe Shemasek and seconded by Brett Green to approve the Treasurer’s Report as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Resolution for the revision of the BOSS 403(b) Plan-Roberta Shirey:**

This was required due to a change in IRS regulations. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the revision of the BOSS 403(b) Plan as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Ohio Coalition for Quality Education (OCQE)-Don Thompson:**

The Director recommended board approval of the 2018-2019 OCQE Corporate Membership @ $340 per month. He said this is the only voice we have for community schools in the state, and it would be wise to continue our membership. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the OCQE Corporate Membership for 2018-2019 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

Curriculum/Policy: Chairman Rob O’Hara reported that the committee met today to review the following policy updates.

**August 2018 Policy Update-Don Thompson:**

The Director recommended board approval of the following (14) policies:

144 Reporting Requirements

203.2 Title I and Parent’s Right to Know

204.13 College Credit Plus-Advanced Standing Program

205.3 Other Reporting

206 General Notice of Nondiscrimination

221 Access to Equal Educational Opportunity

222 Title IX Coordinator

241.2 Records Upon Enrollment

241.5 Enrollment and Residency Policy

251 Attendance/Truancy/Withdrawal

271 Student Code of Conduct

273 Expulsion and Suspension Policies

454.1 (New) Illness Exposure Management of Food Service Employees

455 Food Standards Policy

A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the August 2018 Policy Updates as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**ESCLEW Monthly Update-DeAnna Hardwick:**

**Site Visits:**

*September* Assessment review, policies and implementation, contract modification status of 11.6 goals and 6.3 education plan

**Financials:**

*Areas reviewed in August include*

       Financial Summary Report/

       Year-to-date Actual vs. Budget

       Any invoices over 60 days

       FTE Enrollment

No Red Flags

**GA Update:**

*August 2018:*  School Board Best Practices

*September 2018:*Concentrating on high standards, ensure rigorous curriculum is being implemented in your schools, and HQT teachers are being hired, trained, and empowered to make decisions based on student achievement.

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

Title I Conference-Columbus, Title I Funds, October 22-23, 2018, Frank Mader, Rich Lucci

NHS Induction Ceremony-Columbus, General Fund, October 28, 2018, Don Thompson, Nicole Price, Jeannette Bailey, Erin Burke, Andrea Dobbins.

A motion was made by Rob O’Hara 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:

Resignation:

* Chelsea Simmons, resignation, H.S. Science Teacher, effective August 16, 2018

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, Green.

**2018-2019 Title I Tutors-Don Thompson:**

The Director recommended board approval of the following Title I Tutors for the 2018-2019 school year to be paid from Title I funds:

* Deb Haas
* Bill Miller
* Jayma Allen

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the 2018-2019 Title I Tutors as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**2018-2019 Resident Educator Program Stipends-Don Thompson:**

The Director recommended board approval of the following Resident Educator Program Stipends for the 2018-2019 school year as follows:

* Jayma Allen, Resident Educator Program Coordinator @ $1,000
* Christine Koprivnikar, RESA Facilitator @ $500.00
* Nicole Price & Shaun Barcalow, Mentors @ $500.00 each

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the 2018-2019 Resident Educator Program Stipends as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**2018-2019 DDL/BLT Member Stipends-Don Thompson:**

The Director recommended board approval of the 2018-2019 District Data Leader/Building Leadership Team (DDL/BLT) Member Stipends @ $1,000 for the following staff:

* Erin Burke
* Jayma Allen
* Jessica Berube
* Karen Jones
* Meredith Bobalik
* Aaron Fairbourn
* Jennifer Powell
* Madeline Baker
* Andrea Dobbins
* Angela McGraw

A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the 2018-2019 DDL/BLT Member Stipends as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**2018-2019 LPDC Committee-Don Thompson:**

The Director recommended board approval of the 2018-2019 LPDC Committee as follows:

* Stacie Willis, LPDC Coordinator @ $1,000
* Madeline Baker, Lea Schuffert, Nicole Price, Tori Whitehead @ $50.00 per meeting, not to exceed $400.00.

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

**Non Certificated Personnel-Don Thompson:**

* None

**Items from the Board:**

* None

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

* State Report Card-Andrea Dobbins, 7-12 Principal:

Andrea Dobbins reported that BOSS has an F on the local report card. Highlights are that 3 indicators were met for chronic absenteeism, EOC improvement and Government. Teacher Shaun Barcalow outperformed the state average. 1.1% untested, which our goal was 2.5% or less. Grades 7-12 saw gains in all tested areas except 2 so we are moving in the right direction. Graduation rate is an F at 60%. In 2013 we were at 45% compared to 60% in 2018.

* 2018 Special Education Rating-Angela McGraw, Director of Special Education:

Angela McGraw reported that the Special Education Department met the requirements of the 2018 Ohio Special Education Annual Rating. The Director gave kudos the Special Education Staff.

* Elementary Update-Madeline Baker, K-6 Principal:

Madeline Baker reported that we have 22 Kindergarten students this year and last year we had 6. She is very proud of the veteran teachers and they are doing a great job of training and mentoring. All Elementary Special Education teachers are new this year.

* Good of BOSS-Don Thompson, Executive Director:

The Director reported that it has been very helpful this year having Madeline Baker, Andrea Dobbins, Jeannette Bailey, Frank Leppar and Lori Conley. We couldn’t be in a better position in his short time here. We are doing a much better job than in the past.

**Executive Session:**

A motion was made by Joe Shemasek and seconded by Rob O’Hara to enter into Executive Session at the time of 11:59 a.m., to consider the sale of property and to review terms of confidential audi report. 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:**

12:40 p.m.

**Approve Listing Agreement:**

The board will enter into contract with NAI Spring Commercial Realty an exclusive right to sell and/or lease the following:

* 1 acre paved parking lot @ $350,000
* Buckeye On-Line School for Success building @ $900,000 with lease TBD.

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

**Adjournment:**

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

The next regular board meeting will be Thursday October 18, 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**