**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday April 11, 2019**

The Board Secretary Rob O’Hara called the meeting to order at 11:30 a.m.

Roll call by Amy DeFilippo:

Rob O’Hara, Joe Shemasek, Dr. Susan Rossi, Brett Green.

Board President Josh Martin was absent and excused.

**BOSS Staff:**

Don Thompson, Amy DeFilippo, Roberta Shirey.

**Guests:**

DeAnna Hardwick, ESCLEW Regional Technical Assistance Educator, via telephone

Pledge of Allegiance

**Adopt the Agenda:**

A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the agenda with the following additions and deletions:

Deletion:

Item VII. Executive Session

Addition:

Item XXI. Sale of Parking Lot

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

**Public Input:**

There were no public comments.

**Approval of Minutes:**

A motion was made by Sue Rossi and seconded by Brett Green to approve the minutes from March 21, 2019 as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

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

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

Roberta Shirey provided the Treasurer’s Report for March 2019. FTE’s were 611 for revenue of $318,275. The cash balance was $1,503,884 for 98 days cash. This is 11 days less than last month and the lowest all year. Payables were $42,711 resulting in an unencumbered cash balance of $1,461,173. Budget and cash flow variances were discussed. March expenses were $60,340 lower than February. Salaries were $3,000 higher due to substitute teachers for staff on maternity leave. Benefits were $46,435 lower due to double payment for medical insurance in February. Purchased services were higher by $3,400. Therapy services were $5,800 higher as were audit fees of $3,100. Therapy services were higher in part due to contracting out for an intervention specialist. Administrative services were $4,350 lower and building services were $765 lower. Supplies were lower by $22,887 due to no computer purchases. Miscellaneous expenses were up $2,561 due to insurance premiums. Expenses are in line with the budget. Year to date, revenue exceeds expenses by $13,923. The Auditor of State’s office contacted Boss regarding our annual financial audit. Their office will be contracting out our audit for the next 5 years. A RFP has been created and we expect to hear who they have selected in the next couple weeks. Boss was combined with 3 other schools in the contract to reduce audit fees. A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the Treasurer’s Report as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

* Curriculum/Policy: Chairman Rob O’Hara reported that the committee did meet today to review the following 20 policies.

**Winter 2019 Policy Updates-Don Thompson:**

The Director recommended board approval of the following policy updates:

20 Policies:

142 Approval and Monitoring of Budget/Bond; Fiscal Reporting

148.11 Crowdfunding (NEW)

204.11 Assistance to English Language Learners and Immigrant Students

229 Child Abuse and Neglect

241.2 Records upon Enrollment

242.1 Security Provisions for Statewide Assessment Tests

242.2 Alternate Assessments for Students with Disabilities

244.1 Graduation Requirements for Classes of 2018, 2019, and 2020 Only

251 Attendance/Truancy/Withdrawal

252 Missing and Absent Children

264.1 Anti-Harassment, Intimidation, and Bullying Policy

273 Expulsion and Suspension Policies

274 Permanent Exclusion of Non-Disabled Students

295 Student Surveys

297 Homeless Children and Youth Policy

316 Teachers

317 Educational Assistants/Paraprofessionals

401 Health Services

404 Health Examinations and Immunizations

424.1 Student Suicide

A motion was made by Sue Rossi and seconded by Joe Shemasek to approve the Winter 2019 Policy Updates as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Monthly Enrollment Verification-Don Thompson:**

The Director reported that we are at 4.2%. Letters were hand delivered to students at testing sites that need to turn in a proof of residency and we are currently looking into using electronic signatures. A motion was made by Joe Shemasek and seconded by Brett Green to approve the Monthly Enrollment Verification as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**ESCLEW Monthly Update-DeAnna Hardwick-via telephone:**

**April Site Visit**

Update on progress with 11.6 goals

General Student File Review

Assessment Data

**Financials**

Desk Review – no Red Flags

**GA Update**

The Ohio Attorney General has released the 2019 edition of the “Yellow Book” which is the Sunshine Laws manual.  This manual is referenced as a one stop resource for information on the Ohio Public Records and Open Meetings Acts.

**Other News**

ODE recently rejected BOSS SIP.  The rejection came with no feedback for improvement.  The majority of charter schools had their plans rejected with no feedback from ODE.  The SST rep and the Sponsor Rep will work together to support BOSS in the rewrite process for resubmission.

There are a couple of Special Ed issues that our department is working with Angela McGraw, BOSS Special Ed Director, to resolve.

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

i-Ready Principal Academy-Cleveland, General Fund, April 4, 2019, Madeline Baker.

OASBO Conference-Columbus, General Fund, April 23-26, 2019, Roberta Shirey.

Beaver Creek Wildlife Educational Center Field Trip-East Liverpool, General Fund, May 15, 2019, Lisa Fiorello-Halstead and other staff to be determined.

BOSS Graduation-Steubenville, General Fund, May 31, 2019, Staff to be determined.

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

**Certificated Personnel-Don Thompson:**

* None

**Non Certificated Personnel-Don Thompson:**

* None

**Amended 2019-2020 School Calendar-Don Thompson:**

The Director recommended board approval of the Amended 2019-2020 School Calendar.

A motion was made by Joe Shemasek and seconded by Brett Green to approve the 2019-2020 Amended School Calendar as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**2019-2020 OME-RESA Internet Access Quotation-Don Thompson:**

The Director recommended board approval of the 2019-2020 Internet Access Quotation with OME-RESA, effective July 1, 2019. A motion was made by Joe Shemasek and seconded by Sue Rossi to approve the 2019-2020 Internet Access Quotation with OME-RESA as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**BOSS 2019-2020 Work Day Schedules-Don Thompson:**

The Director recommended board approval of the following BOSS 2019-2020 Work Day Schedules: Teachers-190 days, Support-205 days, Administration & Administration Support-222 days. A motion was made by Sue Rossi and seconded by Brett Green to approve the 2019-2020 Work Day Schedules as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Linkedin Contract-Don Thompson:**

The Director recommended board approval of the contract with Linkedin, effective retroactive to March 28, 2019. A motion was made by Brett Green and seconded by Joe Shemasek to approve the contract with Linkedin as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Sale of Parking Lot-Don Thompson:**

The Director recommended the sale of the parking lot. It was listed for $350,000 and an offer came in for $290,000 and we countered at $320,000 but they would not go above $300,000. The sale price agreed upon was $295,000. The Director sent the contract to our legal counsel Amy Borman for review, in which a few corrections were made. They will have 240 days to close but we can still keep it listed. A motion was made by Joe Shemasek and seconded by Brett Green to approve the Sale of the Parking Lot as presented. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Items from the Board**:

No Report.

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

* Financial Update-Don Thompson:

The Director reported that we will bring the 5 year forecast next month and we will enter next year at about $1,000,000.

* Testing Update-Don Thompson:

The Director reported that he can’t say enough about the staff during testing week. They have done an outstanding job.

**Adjournment:**

The board meeting was adjourned at 12:13 p.m.

The next regular board meeting will be Thursday May 16, 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**