**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday February 21, 2019**

The Board President Josh Martin called the meeting to order at 11:32 a.m.

Roll call by Amy DeFilippo:

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

**BOSS Staff:**

Don Thompson, Amy DeFilippo, Roberta Shirey, Andrea Dobbins, Madeline Baker, Frank Leppar, Frank Mader, Lori Conley.

**Guests:**

DeAnna Hardwick, ESCLEW Regional Technical Assistance Educator

Pledge of Allegiance

**Adopt the Agenda:**

A motion was made by Joe Shemasek and seconded by Brett Green 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 January 17, 2019 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 turned it over to Roberta Shirey for the Treasurer’s Report.

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

Roberta Shirey provided the Treasurer’s Report for January 2019. FTE’s were 673 for revenue of $521,666. The cash balance was $1,742,881 for 118 days cash. This is 11 more than last month. Payables were $47,753 resulting in an unencumbered cash balance of $1,695,128. Budget and cash flow variances were discussed. January expenses were $51,546 lower than December. Benefits were $50,956 lower due to no payment for medical insurance. Billing was delayed because of start of the insurance year. Purchased services were higher by $2,000. Therapy services were $7,800 lower and instructional purchased services were $$6,100 higher. Supplies were lower due to no computer purchase of $12,104. Miscellaneous expenses were up $3,400 due to insurance premium. Debt payments were $6,464 higher due to no December mortgage payment on the books. Expenses are in line with the budget. Year to date, revenue exceeds expenses by $252,921. Revenue is higher than budgeted. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Treasurer’s Report 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 did not meet today.

**Monthly Enrollment Verification-Frank Mader:**

Frank Mader reported that we had 128 students that had not turned in a proof of residency at the last meeting and today there are 64. We are sending a one call out every week. A motion was made by Sue Rossi and seconded by Brett Green to approve the Monthly Enrollment Verification as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**ESCLEW Monthly Update-DeAnna Hardwick:**

**Feb. Site Visit:**

Focus:  Staff Interviews, progress with 11.6 goals and SIP implementation

*\*Reminder:  11.6 goals impact annual evals and contract renewal.  There is a governing authority goal for 3 of 5 board members to attend graduation and for all board members to pursue 2 PD opportunities*.

**Monthly Financial Desk Review:**

No red flags for any of the areas of review

**GA Update:**

Student Performance and Finances

**Other:**

Policy on Technical Assistance and Targeted Interventions; Targeted Intervention Procedures

Monthly Sponsor Update (no longer the Snapshot) – Provides comprehensive overview of important dates, compliance news and submission dates, school submissions for Epicenter, PD, and breaking news from ODE.

All training is done for board members and FBI/BCI are current for all as well, thank you.

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

COSI Field Trip-Columbus, General Fund, March 6, 2019, Lisa Fiorello-Halstead and other staff to be determined.

A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the Out of Town Event 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:

Substitute:

* Laura O’Hara, Part Time Substitute-At Home, effective February 21, 2019

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

**Leave of Absence-Don Thompson:**

The Director recommended board approval of the following unpaid Leave of Absence:

* Laura Elsea, beginning retroactively on February 4, 2019 until her release from the doctor.

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

**Non Certificated Personnel-Don Thompson:**

* None

**2019-2020 Commercial Insurance Policy w/ Selective Insurance Company-Don Thompson:**

The Director recommended board approval of the 2019-2020 Commercial Insurance Policy w/ Selective Insurance Company. A motion was approved by Rob O’Hara and seconded by Joe Shemasek to approve the Commercial Insurance Policy as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**2019-2020 College Credit Plus (CCP) MOU’s-Don Thompson:**

The Director recommended board approval of the following CCP MOU’s for 2019-2020:

* Lorain County Community College
* Tiffin University

A motion was made by Sue Rossi and seconded by Brett Green to approve the CCP MOU’s as presented with Josh Martin abstaining. The motion was approved by O’Hara, Shemasek, Rossi, Green.

**Cessation Resolution-Don Thompson:**

The Director recommended board approval of a resolution to close enrollment for the 2019 school year so that we can prepare for testing, effective March 1, 2019. A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the Cessation Resolution as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Items from the Board:**

No report

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

* ACT Test Update-Lori Conley:

Lori Conley reported that ACT tests were cancelled due to the weather, but have been rescheduled for March 12, 2019. The Director said that hotel rooms and rental cars had to be cancelled as well, but it was in the best interest for everyone.

* Capstone Project-Andrea Dobbins:

Andrea Dobbins, reported that with an increase in scrutiny on testing, we are extending alternate pathways to graduate through 11th and 12th grade TBT’s called the Capstone Project. The project will focus on resumes’, community service and skill building. It’s a definite need and we will expand on it next school year to help our students take a different route to graduate.

* i-Ready-Madeline Baker:

Madeline Baker reported that i-Ready is an online adaptive diagnostic program with individualized online instruction for a complete blended learning tool experience for grades K-8. It is used district wide (K-12) as a Diagnostic test which we give 3 to 4 times a year to track our students’ progress in Reading and Math. ODE has approved i-Ready Diagnostic for grades K-3 TGRG diagnostic. We feel that the results of i-Ready more closely align with Ohio State Tests than the paper tests that were used previously. i-Ready is great for Instructional Design, Differentiation, Lesson Planning, Assessments and Instructional Strategies. Our Special Education Department uses the very specific data to help write the next steps for their students. There is another component which is very helpful for our teachers to help with differentiation-the Teacher Toolbox, which gives access to lessons both before and after a certain skill as well as the same skill on a lower level for those who have not yet mastered it and need more foundational exercises and instruction. Grades K-8 use the Ready curriculum (which is very rigorous and aligned to State Standards) as well as assign the students complete 45 minutes on online instruction that is adapted to the students’ personal levels.

* Good of BOSS-Don Thompson:

The Director reported that all is good at BOSS and we will be here next year. We are making progress with diagnostics like i-Ready. We have had our first inquiry on our parking lot and Josh Martin has been in contact with the Safety Service Director. At least it’s gotten some interest.

**Adjournment:**

The board meeting was adjourned at 11:59 a.m.

The next regular board meeting will be Thursday March 21, 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**