**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday March 17, 2022**

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

Roll call by Amy DeFilippo:

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

Joe Shemasek was absent and excused.

**BOSS Staff:**

Don Thompson, Lucas Cooper, Frank Leppar, Amy DeFilippo, Frank Mader, Jeannette Bailey.

Angela McGraw and Madeline Baker were present via Zoom teleconference.

**Guests:**

DeAnna Hardwick, ESCLEW Regional Technical Assistance Educator was present via Zoom teleconference.

**Pledge of Allegiance**

**Adopt the Agenda:**

A motion was made by Rob O’Hara and seconded by Brett Green to approve the March 17, 2022 agenda with the following addendum:

* Item XVII. Resolution-E-Rate Contract

5 Year with OME-RESA

The motion was approved by Martin, O’Hara, 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 February 17, 2022 as presented. The motion was approved by Martin, O’Hara, Rossi, Green.

**Committee Report:**

Finance/Personnel: Member Josh Martin reported that he attended the committee meeting and Joe Shemasek was absent and excused. Josh turned it over to the Treasurer for his review.

**Treasurer’s Report-Lucas Cooper:**

Lucas Cooper provided the Treasurer’s Report for February 2022. FTEs were 567 for revenue of $329,196. The cash balance was $2,079,857 for 166 days cash. This is 15 less than last month. Payables were $11,785 resulting in an unencumbered cash balance of $2,068,072. Budget and cash flow variances were discussed. February expenses were $70,000 higher than January’s. Salaries remained the same. Benefits Increased by $38,500. This was due to a double Anthem insurance payment. Purchased services were higher by $13,000. This was an increase in instructional and support services. Supplies and materials Increased by $5,000. This was due to the purchase of instructional and staff supplies. Miscellaneous expenses were $11,000 higher due to annual insurance payment for BOSS’s cyber liability and School Board Legal policy. Year-to-date revenues exceed expenses by $573,684. Supplies and miscellaneous are over budget with all other expenditures being within budget. Enrollment is under budget. Revenue is over budget. 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, Rossi, Green.

**Committee Report:**

Chairman Rob O’Hara reported that the committee met today to review several updated policies presented for approval.

**Winter 2022 Policy Updates-Don Thompson:**

The Director recommended board approval of the following 13 policies:

136 Public Participation at Meetings

148.7 Staff Reimbursement

204.13 College Credit Plus-Advanced Standing Program

222.1 Title IX Grievance Procedure

242 Student Assessment and Academic Prevention/Intervention Services

264.1 Anti-Harassment, Intimidation, and Bullying Policy

264.2 Anti-Hazing Policy

276 Positive Behavioral Interventions and Supports, Seclusion, and Restraint

293 Military Recruitment and Student Privacy

316.2 Non-Bachelor’s Substitute Teachers for 2021-2022 School Year Only

353.1 Performance Evaluation of Staff (“OTES 2.0”)

424.1 Student Suicide

447 School Emergency Management Plan

A motion was made by Rob O’Hara and seconded by Brett Green to approve the Winter 2022 Policy Updates as presented. The motion was approved by Martin, O’Hara, Rossi, Green.

**Monthly Enrollment Verification-Frank Mader:**

The Director recommended board approval of the Monthly Enrollment Verification. Frank Mader reported that there are 26 outstanding proof of residencies out of 665 students which is 3.9%. We have been taking schedule requests for next year except for those with outstanding proof of residencies. A motion was made by Sue Rossi and seconded by Rob O’Hara to approve the Monthly Enrollment Verification as presented. The motion was approved by Martin, O’Hara, Rossi, Green.

**ESCLEW Monthly Update-DeAnna Hardwick:**

March 2022 Sponsor Update:

New Specialized Misconduct Reporting Form

Starting March 1, 2022, the Ohio Department of Education’s Office of Professional Conduct will require superintendents to use a new specialized misconduct reporting form for referring teachers for breaking their contract AFTER the July 10 deadline. The form focuses on the information needed to expedite review of broken contract cases such as the date of the resignation and any actions taken by the local board of education or governing board.

The form also asks superintendents to attach the following documents, if available:

 The educator’s contract;

 The educator’s resignation letter;

 Relevant board minutes, consent agendas and/or resolutions;

 Written and electronic communications with the educator regarding the educator’s resignation;

 The educator’s disciplinary file;

 The educator’s personnel file; and

 Any other relevant documents.

These forms may be submitted to the Office of Professional Conduct’s main email inbox at

educator.conduct@education.ohio.gov. Alternatively, the form also may be submitted via

facsimile at 614-995-3752 or mail to 25 South Front St., M.S. 104, Columbus, Ohio, 43215.

Governing Authority Meetings...Back to Virtual?

On Thursday February 17, 2022, Ohio Governor Mike DeWine signed House Bill 51 with

emergency status which enacts the law immediately. House Bill 51 addresses public

meetings and allows governing authorities to return to holding virtual meetings until June

30, 2022. The decision to hold meetings in person or virtual will be on a case by case basis

and the governing authority will be able to make that decision and act accordingly. It is

important to note, all meetings (in person or virtual) are still required to be public meetings;

and therefore, if the meeting will occur in a virtual format, the public must be notified and

have access to attend the virtual meeting as they would an in person meeting.

The ESC of Lake Erie West regional technical assistance educators (RTAE) will continue to

attend all governing authority meetings either in person or virtual, depending on the format of

the meeting. If you have any questions as it relates to the sponsor, please feel free to ask during

a meeting or reach out to the RTAE directly.

Blended Learning...Until When?

Ohio Senate Bill 229 provided an alternative option to remote learning for community schools

for the 2021 – 2022 school year. Community schools have the option to complete the Blended

Learning declaration and submit the required forms to the ESCLEW. As the sponsor the

ESCLEW will submit the declaration to the Ohio Department of Education on the school’s

behalf. Once approved and submitted, the ESCLEW will work with the governing authority to

update the current contract to include the blended learning declaration by June 30, 2022.

It is important to note, this does not change the school to a fully blended learning school for

longer than the current school year. Governing authorities will need to pass a resolution by July

1, 2022 removing the blended learning declaration from the current contract. If a school chooses

to continue with the blended learning into the 2022 – 2023 school year, the school will be

required to follow the stricter guidelines as written in the Ohio Revised Code for Blended

Learning models. If you have any questions regarding the Blended Learning Declaration, please

reach out to Kurt Aey directly.

Recent Site Visit Highlights

The following areas will be addressed during the March 2022 Site Visit

~Actual Student Enrollment

~2 Classroom Observations (ELA & Math)

~Climate and Culture Discussion

~Staff Assessment Training

~Strengths/areas for improvement

~Technical Assistance

~Questions/Concerns

Financial Update

The following areas for January 2022 were reviewed by Linda Moye, ESCLEW Financial Consultant, with Lucas Cooper on Feb. 15, 2022:

 Financial Summary Report (cash-basis schools)

 Year-to-Date Actual vs. Budget (Forecast) Report

 Invoices More than 60 Days Past Due (Aging)

 FTE Enrollment

 Transaction Detail Report (FINDET)

Results: No red flags nor concerns

2021 – 2022 Governing Authority Goal (Attachment 11.6)

Goal

1) The board will create 5 recorded messages to the student body throughout the year on

various topics and issues to promote student participation and lifelong learning.

2) Each board member will read and record a children's book for students as a part of Read Across America Week and promote a love of reading.

Evidence

Approved goals shared with Board along with timeline in November. Recorded messages are

planned to be conducted Jan - May. Each board member will record a book for Read Across

America by the end of February because the event is the first week of March.

1.20.22 Dr. Rossi, Brett Green have recorded their books.

1.20.22 Brett Green – board greeting

All board members will be recorded their books (2.17.22)

Dr. Rossi is scheduled next to record her board member greeting.

Progress (Goal 1) No Progress ☐ Making Progress ☒ Met Goal ☐ N/A ☐

Progress No Progress ☐ Making Progress ☐ Met Goal ☒ N/A ☐

Other Items Discussed: 2 PD Opportunities recently sent for Board Members

ESC of LAKE ERIE WEST COMMUNITY SCHOOLS CENTER

2022 Fiscal Workshop

AGENDA TOPICS

 Auditor of State update

 Kelly Berger-Davis

 Office of Budget School Funding, Ohio Department of Education

 Community School Funding - Elena Sanders

 Office of Community Schools, Ohio Department of Education

 Karl Koenig and Michael Lutze

DATE & DETAILS

Wednesday, May 4, 2022

Virtual meeting hosted through Zoom

Registration deadline is May 3, 2022

8:30 AM - 12:30 PM

Welcome begins at 8:15 AM and the meeting begins at 8:30 AM

4.00 Contact Hours

COST

Free

INTENDED AUDIENCE

Treasurers, Governing Authority Members,

Management Company Members, and Building Leaders

Register Now!

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

* None

**Certificated Personnel-Don Thompson:**

* None

**Non-Certificated Personnel-Don Thompson:**

* None

**Amendment to the 2022-2023 School Calendar-Don Thompson:**

The Director recommended board approval of the Amendment to the 2022-2023 School Calendar. A motion was made by Rob O’Hara and seconded by Brett Green to approve the Amendment to the 2022-2023 School Calendar as presented. The motion was approved by Martin, O’Hara, Rossi, Green.

**Resolution:**

The Director recommended board approval of the following E-Rate contract according to the enclosed terms:

1. Wireless Infrastructure through SHI at an annual cost of $13,243.20
2. Wired Connection Speed through OME-RESA at an annual cost of $29,332.00

A motion was made by Rob O’Hara and seconded by Brett Green to approve the E-Rate contract as presented. The motion was approved by Martin, O’Hara, Rossi, Green.

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

Special Education Update-Angela McGraw:

Angela reported that there is a new program for transition students called Virtual Job Shadow. There were 130 users in the last 30 days and 344 videos have been watched by those students who have transition plans. A big thank you to Karla Dillon and the teachers.

K-5 PBIS Update-Madeline Baker:

Short and sweet today! Teachers are finishing up 3rd quarter with grades due tomorrow afternoon, as well continuing to give their students lots of preparation and practice for OSTs coming up in a couple weeks.  There is a vibe of cautious optimism going into testing this spring.

We're excited to hear about our first Field Trip in almost 2 years: today - Underground RR Museum in Flushing.  We had a total of 70+ people participating and had to close enrollment.

PBIS just keeps moving along with increased momentum. TFI from last year 67%; this year we scored 92%.  Tier 1 implementation is very strong and we are building foundations for Tier 2 and 3 now for next year.  We are going to apply to SST for recognition of successful Tier 1 implementation.

School Year Update-Frank Mader:

Frank reported that there will be 3 weeks of testing in April. After testing it will get fun starting to plan for next year. We’ve rolled out class schedules for next year and are excited to close out this year.

Student Services Update-Jeannette Bailey:

Jeannette reported that as the quarter ends, report cards will go out on Monday and graduation apps are going out on Tuesday. Testing will start in two weeks and we will have meetings for teachers and parents.

Tech Update-Frank Leppar:

Frank reported that we have 471 in FTE adjustments.

Good of BOSS-Don Thompson:

The Director reported that the second round of parent/teacher conferences are next week. Our communication with teachers has gone well and we are pleased. The Director recently met with 50 different teachers and finished up those meetings. By far this has been the best year since he has been here. If we see an increase in testing then all things will be moving forward. A reminder that the next board meeting will be one week earlier due to spring break.

**Items from the Board:**

Board President Josh Martin took a moment to publicly congratulate BOSS student Susanna Coffman and her team, Stellar Robotics, who designed and built a robot for the upcoming Buckeye Regional Robotics Competition.

**Adjournment:**

The board meeting was adjourned at 12:03 p.m.

The next regular board meeting will be Thursday April 14, 2022 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**