

DRAFT

**MINUTES FROM THE MEETING OF THE
BOARD OF DIRECTORS OF
CLARK PREPARATORY ACADEMY
HELD ON NOVEMBER 15, 2016**

Directors attending: Rodney Hale, Robert McIntosh, Nicole Barnes, Kelly Goettsche, and Fred Shuemake

Directors absent: Deborah Dorsey

Guests: Josh Gossett, Amy Printy, Tracy Carter, Karen Wachter, Jason McMillin, and Arthur L. Clements, III, Esq.

Mr. Hale called the meeting to order at 6:54 p.m. There were no changes to the agenda. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

16-88 RESOLVED, that the Board of Directors accepts the Agenda for the Board Meeting on November 15, 2016, subject to any amendment by the Board of Directors during said meeting.

There were no changes to the minutes from the previous meeting. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

16-89 RESOLVED, that the Board of Directors approves the minutes from the October 18, 2016 meeting as presented.

Josh Gossett presented the Sponsor Update and noted that he had emailed the monthly report to the Board. Five compliance items remain outstanding, but three of them will be taken care of this evening provided that Mr. Clements' office is able to email signed minutes from previous meetings. He discussed an outstanding compliance issue that involved training by ODE, but the training is not yet available. There are four open positions on the staff in grades one, two, five and one Intervention Specialist. The Sponsor is reviewing how students are being taught. At the end of November, the Sponsor's Education Team will be providing some professional development, which they hope will allow the School to move forward on improving value added. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

16-90 RESOLVED, that the Board of Directors accepts the Sponsor's Report as presented.

Mr. McMillin presented the Financial Report. Nothing has changed from the previous month. FTEs are below budget and the School's revenue will decline. The Budget and projections need to be reviewed. The lower revenue is offset by the lower expenses, but the School is 39 to 40 FTEs below budget. The school was paid on 136 FTEs during November. Cash levels have been consistent and third-party vendors are being paid. The School will soon be receiving federal funds including substantial carryover dollars from last year. However, the School should expect to run a deficit and is currently behind on paying its management fee. The School did not pay the management fee last year. The management fee payable from last year is \$210,000.

Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Goettsche, the Board of Directors unanimously passed the following resolution:

16-91 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

Amy Printy introduced herself to the Board and mentioned that she had been on board since July. She oversees K-8 schools for Cambridge. They recently completed training on Wilson reading. All reading improvement and monitoring plans have been completed for students who are not on track in reading. Filling open positions is a priority and it was noted that Dayton Public Schools had recently laid-off a number of teachers. Mr. McIntosh and Karen Wachter discussed demographics for Springfield and Mr. McIntosh questioned whether the School's enrollment matched the demographic for Springfield. There followed a discussion with Josh Gossett on that subject who suggested that the demographics appeared to be OK given his knowledge of Springfield. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

16-92 RESOLVED, that the Board of Directors accepts the Management Company Report as presented.

Ms. Carter presented the State of the School Report and noted that an anti-bullying program is being taught in the school to help with those issues. The faculty continues to review the OIP and teacher based teams are discussing potential revisions to the curriculum. Twenty-eight students have signed up for Title I tutoring. Students from Central State University will be helping with the tutoring. She briefly described the Fall Family Celebration and mentioned the schoolwide assembly held on motivation. A Thanksgiving dinner will be held for the community. The School has had five incidents of harassment, intimidation, or bullying. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

16-93 RESOLVED, that the Board of Directors accepts the State of School Report, including a report on verified acts of Harassment, Intimidation and Bullying as presented.

Mr. Clements explained the proposed retention policy. Ms. Carter explained how it might be applied in the case of a split classroom and noted further that students in the split classrooms were receiving appropriate grade level instruction. She also said that no retention decisions would be made without first meeting with parents and their teachers to discuss the reasoning. Ms. Barnes stated that she was on the fence about the retention policy and was concerned about not enough attention being paid to students who are behind. In response to a question from Ms. Barnes about how soon in the academic year students are identified who might be retained, Ms. Printy stated that with the testing that occurs in September, students with academic issues are identified early in the academic year. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors passed the following resolution with Ms. Barnes voting in the negative:

16-94 RESOLVED, that the Board of Directors approves the Grade Promotion and Retention Policy as presented.

There followed a report on IT services being provided by EMG. Ms. Wachter explained the report contained in the Board book and the use of "tickets" for IT support. In response to a question from Ms. Goettsche, Karen Wachter explained that EMG responded to "tickets" under the flat fee. Mr. Shuemaker pointed out that in his experience the use of "tickets" was not very efficient. Ms. Wachter stated that so far their experience has been pretty good. She stated that the system was not perfect and that Cambridge monitors the timeliness of the responses.

The Board discussed the resignation of Deborah Dorsey. Thereafter, upon a motion duly made by Ms. Goettsche and seconded by Mr. McIntosh, the Board of Directors unanimously passed the following resolution:

16-95 RESOLVED, that the Board of Directors accepts the resignation of Deborah Dorsey as a Board Member and Secretary of the Board effective December 31, 2016 and thanks her for her service on the Board.

The Board discussed the election of a secretary to replace Ms. Dorsey. Thereafter, upon a motion duly made by Mr. McIntosh and seconded by Ms. Barnes, the Board of Directors unanimously passed the following resolution:

16-96 RESOLVED, that the Board of Directors elects Kelly Goettsche as Secretary of the Board of Directors for a term expiring on September 1, 2018, or until her successor is duly qualified and elected.

Mr. Hale asked for Board member comments. Mr. McIntosh thanked Ms. Dorsey for her service to the Board of Directors. He stated that he had some concerns about attendance and staff shortages at Clark Preparatory Academy.

Thereafter the meeting was adjourned.

Kelly Goettsche, Secretary
Clark Preparatory Academy