

A+ Children's Academy Community School

Board Minutes

Governing Board Meeting

March 9, 2020

The regular meeting of the Governing Board of the A+ Children's Academy Community School was held on Monday, March 9, 2020, in the Administration Building of A+ Children's Academy. The meeting was called to order at 6:00 p.m. by Board President and Meeting Chairperson, Mrs. Sherry Kuehnle.

The following Board Members responded to the roll call and were in attendance:

Mrs. Sherry Kuehnle, Mrs. Ana Gantz and Mr. John Storts

Also in Attendance:

Mrs. Cathy Blankenship, Superintendent, Mrs. Gwen Dunn, Assistant Treasurer, and Ms. Lori Wood, Ohio Department of Education Representative

Guests in Attendance: Kelly Pevac, Kelly Wiley

I. Roll Call

Three members of the board responded to roll call.

II. Approval of Agenda

The agenda of the board meeting was presented by Mrs. Blankenship and reviewed by the board. Mr. Storts motioned to approve the agenda. Mrs. Gantz seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

III. Approval of the Regular Minutes of the January 13, 2020, Governing Board Meeting

The minutes from the Monday, January 13, 2020, board meeting minutes were presented and reviewed by the board. Mrs. Gantz motioned to accept the minutes as printed. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

IV. Public Comments/Participation

No public comments made.

V. Executive Session

Mrs. Gantz made the motion for the board to enter executive session for the purpose of personnel and attorney consultation, and Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0. The board members entered executive session at 6:06 p.m.

The board returned from executive session at 6:24 p.m. with no action taken.

VI. Treasurer's Report

Mrs. Dunn presented the Financial Report prepared by the Treasurer for board review.

A. Monthly Report –

1. The student population is 116.82 for March down from February and January's reported 117.24 FTEs.
2. The March foundation payment will be \$79,963.18, while the February foundation payment was \$80,150.50 and the January foundation payment was \$80,134.17.
3. The January receipts of \$99,308.69 were down from February's receipts of \$109,721.28, both down from December's total receipts of \$128,647.01 which included the Ohio Safety grant, cash requests for five months of Title I and IDEA B reimbursements, and a Franklin County Property Tax refund. January's receipts included \$3,836.30 of Title I reimbursements, \$3,389.96 of IDEA B reimbursements, \$6,601.79 in Food Service reimbursements and \$3,083.10 for the second casino tax payment. February's receipts included a \$50 stipend from Mt. Vernon Nazarene University for Krista Jenkinson's work with education aide Lacy Moore, \$8,258.67 in food service reimbursements, \$8,077.00 in Title I reimbursements, \$1,154.50 in Title IIA reimbursements, \$3,371.58 in IDEA B reimbursements and \$6,431.61 in Student Wellness and Success Funding.

B. Comprehensive Continuous Improvement Plan

1. The CCIP Final Expenditure Report for 2019 was finally approved.
 - a. Title I – The school will reimburse the state \$20,330.03.
 - b. Title IIA – The school will reimburse the state \$14,089.31.
 - c. Title IVA - The school will receive from the state \$8,926.52
 - d. IDEA B – The school will reimburse the state \$10.00.
 - e. Net total to reimburse the state is \$25,502.82.
 - f. The 2020 March cash requests have been reduced to begin reimbursement.
2. For FY2020, the school has utilized the funds of the following budgets:
 - a. IDEA B – Special Education - \$21,984.98 has been utilized of the \$34,395.66 budget for salaries, fringe benefits and supplies.
 - b. IDEA B – Restoration - \$375 has been utilized.
 - c. IDEA-B – for Early Childhood – \$50.58 is available for supplies.
 - d. Title I – \$34,259.80 has been utilized of the \$83,930.40 for salaries, fringe benefits, purchased services and supplies for the support of homeless students.
 - e. Title IIA – Supporting Effective Education - \$1,154.50 has been utilized of the \$15,654.86 budget for salaries and fringe benefits.
 - f. Title IVA – Student Support and Academic Enrichment - \$10,000.00 is available for purchased services and capital outlay.

C. FY2020 Revenue and Expenditures –After eight months or 67% of the fiscal year, the following categories are more than 5% ahead or behind budget:

1. The school has received \$848,679.49 of the \$1,109,584.00 in budgeted revenue or 76% of budget. This is primarily due to the receipt of Student Wellness and Success Funding.
2. The school spent has \$23,782.57 of the \$25,000.00 purchased services (Utilities) budget or 95%. This is due primarily to the pay out of the fiber optics contracts to Spectrum for two buildings and the increase in electric bills during the winter months.
3. The school spent \$6,271.68 of the \$0.00 purchased services (Equipment Leases) budget or 0% of budget. This will need to be revised with the spring update as equipment leases are included in the non-employee purchased services budget.

4. The school spent \$4,243.55 of the \$0.00 purchased services (Repairs and Maintenance) budget or 0% of budget. This will need to be revised with the spring update as repairs and maintenance are included in the non-employee purchased services budget.
 5. The school spent \$20,667.82 of the \$26,036.00 materials and supplies budget or 83%. Our superintendent has maintained tight spending in this area but has also purchased more materials to support the increase of test scores. Normally more materials, especially classroom materials, are expended in the first half of the year and less as the year progresses.
 6. The school spent \$5,558.28 the \$9,558.00 capital outlay budget or 58%. The school has not purchased additional capital equipment but recently purchased Chromebooks and wiring upgrades in buildings which will be reflected in the March summary.
 7. The school spent \$7,922.43 of the \$22,883.00 Other Objects budget or 34% of budget. The administrators have budgeted insurance premiums with higher than expected annual increases.
- D. The school has encumbered \$992,187.02 in Purchase Orders for FY2020 through February 29, 2020.
- E. The school closed February with a General Fund Balance of \$224,066.81 or the equivalent of 64 days of cash which falls above the sponsor's standard.
- F. Treasurer Notes from the Financial Report -
1. The school received its second and final Student Wellness Success Funds for FY2020 as part of the February foundation payment.
 2. From the Budget to Actual Statement and on the Budget to Actual (Projected Statement), Total Operating Receipts ended the month ahead of budget.
 3. From the Budget to Actual Statement, Total Operating Disbursements ended the month right on budget while on the Budget to Actual (Projected Statement), Total Operating Disbursements ended the month within budget.
 4. The Treasurer now projects the school to end the year with a fund balance of \$166,018.54, which is a decrease in fund balance of \$10,897.09. This decrease in fund balance is based on the February 2020 FTE. Additionally, it includes paying back any CCIP dollars to the state as a result of the ODE site visit last school year, paying back any money required as a result of not meeting maintenance of effort, and only utilizing what the administrators know can be justified for CCIP for this current fiscal year. He noted that this is a conservative projection.
 5. From the Year to Year Comparison Report, Total Operating Revenue are 10.84% less than last year.
 6. From the Year to Year Comparison Report, Total Operating Disbursements are 1.46% less than last year.
- G. Audit for FY2019 Status –
The FY2019 audit was been released by the Ohio Auditor of State January 16, 2020, and the school was awarded the Ohio Auditor of State Award for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws.
- H. Blanket Purchase Order – School Employees Retirement System
Mrs. Dunn presented a blanket purchase order in the amount of \$10,384.00 for four months of SERS board match payments made as deductions to the state foundation payment. Mr. Storts motioned to approve the Purchase Order for \$10,384.00 for the School Employees Retirement System payments. Mrs. Gantz seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

Mrs. Gantz motioned to accept the Treasurer's Report. Mr. Storts seconded the motion. Mrs. Dunn added that the first of three requests from the State of Ohio Department of Taxation for Spectrum sale tax refunds for the last five years has been received. With no further discussion, the motion was voted by roll call and carried 3-0.

VII. Superintendent's Report

A. Current Enrollment was reported by Mrs. Blankenship as of March 9, 2020:

KG- 18

1st- 25

2nd- 19

3rd- 19

4th- 16

5th- 21

Total- 118

- B. Attendance – Mrs. Blankenship shared the data on absences. There were no suspensions or expulsions in January or February.
- C. Ohio Auditor of State Award - Mrs. Blankenship presented the certificate received to the board as earlier mentioned in the Treasurer's Report.
- D. Stipend - Lacy Moore received a \$150 stipend in the last payroll for going above and beyond.
- E. Stipend - Krista Jenkinson received a \$50 stipend in the last payroll from Mount Vernon Nazarene University for mentoring Lacy Moore.
- F. Third Grade Reading Guarantee Parent Night – Mrs. Blankenship reported Mr. Miller was unable to participate. Only five parents attended. Of those five parents, two of the parents had students who had already passed the test. She noted multiple phone calls were made to parents and multiple notes were sent home with the students in an effort to get the parents to attend.
- G. Standards for Child Nutrition – Mrs. Blankenship reminded the board the school uses Arlene's Cuisine to provide food service. This vendor follows state regulations, does all are the required paperwork and the audit with the state as part of its service. She reported Arlene's Cuisine does a very good job, and she has no problems with them. She also explained that the administration makes sure all kids are covered for meals when meals are ordered daily. Ms. Wood asked if CRRS reimbursements cover the Arlene's invoices. Mrs. Dunn did not have that information available to answer this question during the meeting.
- H. TekMiss – Mrs. Blankenship explained that TekMiss monitors the school's website. Wordpress is used to manage the website's content. Ms. Wenger, the office manager, is familiar with Wordpress and able to contact Wordpress in the same way the vendor does. Once Mrs. Blankenship knows what monitoring is done by TekMiss and what other services are provided for the monthly fee paid by the school, she will make a recommendation to the board to how the school should proceed with website maintenance.
- I. 2020-2021 Board Calendar – Mrs. Blankenship expressed her desire to prepare the board meeting calendar for the next school year now to ensure meetings are scheduled to approve employee contracts and new year items timely. The board is scheduled to meet in May to approve 2020-2021 employee contracts. Contracts for the new year are currently being reviewed by the attorney. The board will not have a June meeting. Mrs. Blankenship will draft a board meeting calendar similar to the 2019-2020 year and email it to the board members for review.

- J. FTE Review Findings – Mrs. Blankenship reported two Ohio Department of Education representatives reviewed the school's files on-site. The school received two findings. The first was for a student needing proof of residence. The letter in file the student's file noted that the parents did not provide a new address when they moved. This finding was rectified the next day. The second finding was for a student who did not return for the next school year. The parent did not inform the school that the student moved nor was this student counted as part of the FTE count. The information was entered one day past the deadline which resulted in the finding. This finding was resolved.
- K. Summer Lunch Program – Mrs. Blankenship reported that the school will not provide a summer lunch program in 2020, and a board resolution must be approved. The school will notify the public where meals are available. She informed the board that the school is not offering a reading program during the summer months.
- L. Anti-Harassment and Bullying Policy – Mrs. Blankenship presented the policy again for approval and for the required signature.
- M. 2020-2021 School Calendar – Mrs. Blankenship presented the 2020-2021 school calendar and explained it was similar to the 2019-2020 school calendar. The school will be starting the same day as Columbus City Schools. She explained that the teachers will work more days this coming school year before the students arrive with two days of professional development on literacy and one day of professional development on arts integration. She further added a half day is needed on Positive Behavior Intervention Strategies. She further explained the need to focus on social emotional issues as she did not believe the school currently has a good plan. She did report staff meetings are held weekly, and the staff is focusing on the three R's; Respect, Responsibility and Ready. Mrs. Blankenship explained that the goal is to move from focusing on negative behaviors to positive lessons. All staff will be speaking the same language, and a system will be in place to reward the positive behaviors and a tiered response for behavior problems. An ice cream social is planned before school starts. The calendar totals 167 days, 1085.5 hours.

VIII. Consent Agenda

- A. Be it Resolved that the Board approves not having a summer lunch and/or breakfast program for the 2019-2020 school year but will provide locations where summer food programs are available for the school population.
- B. Be it Resolved that the Board approves the Anti-Harassment and Bullying Policy.
- C. Be it Resolved that the Board approves the 2020-2021 School Calendar.

Action by the Governing Board in "Adoption of the Consent Agenda" at this point of the agenda means all items above constitute the Consent Agenda and are adopted by one single motion unless a member of the Board or the Superintendent requests that such items be removed from the Consent Agenda and are voted upon separately or are tabled.

Mrs. Gantz motioned to adopt the Consent Agenda and Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

IX. ODE Representative Presentation

- A. Mrs. Wood reported she does need a copy of the Student Wellness Plan. She has reviewed the mandates with Ms. Cory who is getting community links together. The Board should review the plan at its next meeting. The Governor has directed schools to make certain the plan is sustainable if the funding ends after two years.
- B. Mrs. Wood reported she and Mrs. Blankenship met at another school which she monitors to observe its Success for All program. She described it as a delivery method, not just a reading program. The program goes along with Positive Behavior Intervention Strategies and does that with the expectation that eighty percent of the kids should be leading the discussion. She noted the program has a lot of rewards built in, and the school's test scores improved significantly with this program. She explained the program is rigorous for the teachers and directs the teachers exactly what to do and to say while building with each class level. Mrs. Blankenship added that until the school begins addressing the social, emotional wellness of the students, success will be inhibited. Mrs. Wood offered another program is Solutions which involves teachers in the different issues. She is aware of a school closing which has these materials. She will inform Mrs. Blankenship when the program will be auctioned off and, hopefully, at a reasonable price. She also reported she will work with the school's fiscal officers to ensure we are using as much of the school's CCIP budget to purchase a program that will work best for the school.
- C. Parent Concern – Mrs. Wood explained she visited the school last Friday to respond to a parent concern. She observed the classroom lessons and pulled the student's records to review assessments and everything in the file. She called the parent back, leaving a message and followed up also with an email. Mrs. Wood concluded the student was acting age appropriate but cautioned that she observed only one day. She spoke with the teacher about this child and also observed the student's interactions with other students while she was in the classroom.
- D. Site visit – Mrs. Wood reported she made a site visit today, March 9, 2020, in which included more teacher observations and review of files for monitoring and record keeping recommendations. She will issue a corrective action for improved security from the doors to the vehicles to make sure every child is accounted for, procedures are implemented and followed. Mrs. Kuenhle added that she hoped that the teachers would also have the opportunity to observe the other school using the Success for All program. Mrs. Blankenship too expressed her desire for the staff's input. She noted that it is important that any program is evidence based. Mrs. Wood stated board members are also welcome to contact her to visit this school. Mr. Storts asked how many grades this program covers. Mrs. Blankenship responded that she believed it was eight.

X. Next Board Meeting Monday, May 11, 2020, at 5:30 p.m.

XI. Adjournment

Mr. Storts motioned to adjourn the meeting and Mrs. Gantz seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

Adjournment at 7:27 p.m.

XII. Reopen the Meeting

Mrs. Gantz motioned to reopen board meeting at 7:33 p.m., seconded by Mr. Storts. With no discussion, the motion was voted by roll call and carried 3-0.

XIII. New Business

Mrs. Gantz made a motion to give the superintendent the authority to hire and pay a cleaning company or individual up to \$3,000 per month for the immediate cleaning needs. Mr. Storts seconded the motion. Mrs. Kuenhle stated she wanted to take the burden from the staff to clean in addition to their normal duties. With no further discussion, the motion was voted by roll call and carried 3-0.

XIV. Adjournment

Mrs. Gantz motioned to adjourn the meeting, and Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.

Adjournment at 7:39 p.m.

Sherry Kuenhle
4/14/20