

A+ Children's Academy Community School

Board Minutes

Governing Board Meeting

September 30, 2019

The regular meeting of the Governing Board of the A+ Children's Academy Community School was held on Monday, September 30, 2019, in the Administration Building of A+ Children's Academy. The meeting was called to order at 6:16 p.m. by Board President and Meeting Chairperson, Mrs. Sherry Kuehnle.

The following Board Members responded to the roll call:

Mrs. Sherry Kuehnle, Mr. Mark Powless, and Mr. John Storts

Also in attendance:

Mrs. Cathy Blankenship, Superintendent, and Mrs. Gwen Walden, Assistant Treasurer

- I. **Approval of Ana Gantz as a Member of the Governing Board of A+ Children's Academy Community School**
Mr. Powless motioned to approve Ana Gantz as a member of the governing board of A+ Children's Academy. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 3-0.
- II. **Approval of Agenda**
The agenda of the board meeting was presented 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 4-0.
- III. **Approval of the Regular Minutes of the August 12, 2019, Governing Board Meeting**
The minutes from the Monday, August 12, 2019, board meeting were presented and reviewed by the board. Mrs. Gantz motioned to approve the minutes. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 4-0.
- IV. **Public Comments/Participation**
No members of the public were in attendance for comment.
- V. **Treasurer's Report**
Mrs. Walden presented the Financial Report prepared by the Treasurer for board review.
 - A. **Monthly Report –**
 1. Student population was 127.97 for August and September and remained the same based on the FTE's reported at the end of the FY2019 school year.
 2. The September foundation payment was \$90,842.09, 1.46 more than the August foundation payment. This foundation payment will be the last based on the FY2019 end of year FTEs.

3. The August receipts were \$99,315.52 compared to July's receipts of \$120,329.47. In August, the school received \$3,358.57 from the state casino tax, \$1,932 as an e-Rate utilities reimbursement, \$361.40 as a META refund and \$88.70 in Kroger Revenue.

B. Comprehensive Continuous Improvement Plan

The school has not received the results of the Ohio Department of Education review of the Title I and IIA funds. The FY2019 funds available and have been utilized are:

1. IDEA B – Special Education FY2019 - \$30,373.38 was available for salaries and fringe benefits. \$30,373.38 was fully utilized.
2. IDEA-B – for Early Childhood – \$21.13 was available. \$0 was utilized.
3. 6B IDEA Restoration – \$10,096.31 was available for capital outlay. \$9,705.00 was utilized.
4. Title I – \$87,522.71 was available for salaries, fringe benefits and supplies for the support of homeless students. \$22,207.07 was utilized for an aide's salary and fringe benefits.
5. Title I – Carryover - \$17,711.45 was available of which \$3,500 of the \$7,000 approved for 2019-2020 New Teacher Recruitment and Retention bonuses will be paid in the next payroll. \$8,489.55 has been utilized.
6. Title IIA – Supporting Effective Education FY2019 \$14,939.71 was available for salaries and fringe benefits. \$0 was utilized.
7. Title IIA – Carryover - \$12,748.00 was available of which \$6,000 is approved for New Teacher Recruitment and Retention bonuses for the 2019-2020 school year. \$0 has been utilized.
8. Title IVA – Student Support and Academic Enrichment - \$10,117.96 was available for salaries and fringe benefits. \$10,060.63 was utilized
9. Title IVA – Carryover \$10,000.00 was available for salaries and fringe benefits. \$8,831.93 was utilized.

For FY2020, we have the following funds are available:

1. IDEA B – Special Education - \$34,395.66 is available for salaries, fringe benefits and supplies.
2. IDEA-B – for Early Childhood – \$50.58 is available for supplies.
3. Title I – \$83,930.40 is available for salaries, fringe benefits, purchased services and supplies for the support of homeless students.
4. Title IIA – Supporting Effective Education - \$15,654.86 is available for salaries and fringe benefits.
5. Title IVA – Student Support and Academic Enrichment - \$10,000.00 is available for purchased services and capital outlay.

C. FY2020 Revenue and Expenditures

The school's budgeted revenue and the majority of expenditure categories are within budget. The following categories are ahead of budget:

1. The school spent \$5,558.28 of the \$25,000 purchased services (Repairs and Maintenance) budget or 24% of budget. This is due to a painting contract completed prior to school starting.
2. The school spent \$5,558.28 the \$10,000.00 capital outlay budget or 56% of budget. This is due to the building upgrades for IT with FY2019 encumbered funds.
3. The school spent \$4,613.43 of the \$20,440.00 Other Objects budget or 23% of budget due to the annual insurance premiums paid in August.

- D. The school has encumbered \$582,815.53 in Purchase Orders for FY2020.

- E. The school closed August with a General Fund Balance of \$194,441.92 or the equivalent of 58 days of cash which fall above the sponsor's standard.
- F. Treasurer Notes from the Financial Report -
 - 1. The Fiscal Year 2020 budget numbers come directly from the most current Five-Year Forecast.
 - 2. The Final Expenditure Report for CCIP will be submitted by the end of today as required by state law. Any money due to the state from last year's review will be determined after this submission.
 - 3. CCIP budgets for FY2020 are being carefully prepared to avoid any issues as we had last year.
 - 4. The first of two casino payments was received in August.
 - 5. From the Budget to Actual Statement, Total Operating Receipts are within budget.
 - 6. From the Budget to Actual (Projected Statement), Total Operating Receipts ended the month behind budget.
 - 7. From the Budget to Actual Statement, Total Operating Disbursements within budget.
 - 8. From the Budget to Actual (Projected Statement), Total Operating Disbursements ended the month ahead of budget.
 - 9. From the Year to Year Comparison Report, Total Operating Revenue increased 2% over last year.
 - 10. From the Year to Year Comparison Report, Total Operating Disbursements increased over 26% over last year.
 - 11. It is early in the year and it is anticipated that expenditures will smooth out.
- G. The Financial Statements are in process by the firm of Millhauf-Stang with all information requested provided. These should be completed and ready to be presented at the next board meeting.
- H. The Budget is in process to be finalized for board approval along with the Five-Year Forecast to be submitted by the October 31, 2019, deadline.
- I. The FY2019 audit is in process with the documents requested being provided.
- J. Blanket Purchase Order
Mr. Storts motioned to accept the request for a blanket purchase order for TekMiss to provide 9 months of web hosting and maintenance for the remainder of the fiscal year. Mrs. Gantz seconded the motion. Mrs. Blankenship explained TekMiss has been providing this service for several years. With no further discussion, the motion was voted by roll call and carried 4-0.

Mrs. Gantz motioned to accept the Treasurer's Report. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 4-0.

VI. Superintendent's Report

A. Resolutions -

- 1. *Be it Resolved that the Board approves the Health and Safety Plan for school years 2019/2020, 2020/2021 and 2021/2022. Mrs. Blankenship explained that the school must submit a plan every three years. Both the local police and fire departments must sign off on the plan and Hannah Neil, Center for Children, across the street has been identified as a safe place.
- 2. *Be it Resolved that the Board approves the use of Carrie Best as a school psychologist for the 2019-20 school year. Mrs. Blankenship pointed out that her rate is \$600 for each evaluation and \$225 for each review of Evaluation Team Reports from outside sources.

3. *Be it Resolved that the Board approves the contract to hire Hollie Reedy, Attorney of Ennis Britton. Mrs. Blankenship explained that the school would be billed at \$245 per hour. Mrs. Kuehnle asked the board whether a maximum per month should be set prior to needing board approval. The board tabled setting a limit as to the number of hours or maximum billable amount per month without board approval until which time Ms. Wood, the Ohio Department of Education's representative, could provide information as to how other schools have handled legal fee limits.
 4. *Be it Resolved that the Board approves the School Treasurer, Michael Ashmore's, 2019- 2020 bond for \$25,000. Mrs. Blankenship pointed out that the board is required to approve this bond.
 5. *Be it Resolved that the Board approves the Conduct of Academic Prevention/Intervention Services Policy. Mrs. Blankenship explained that this policy is required to be board approved and details how often testing is done, how the testing data is reviewed and students are grouped for instruction based on the data, and how performance is measured.
 6. *Be it Resolved that the Board approves a stipend of \$300 for Keisha Nations. Mrs. Blankenship recommended this stipend for recognition of going above and beyond at the beginning of the school year.
 7. *Be it Resolved that the Board approves a stipend of \$250 for Jennifer Lynn-Mills. Mrs. Blankenship recommended this stipend for recognition of going above and beyond at the beginning of the school year.
 8. *Be it Resolved that the Board approves the 2018-2019 teacher contract for Kristin Sherman for \$30,507.93. Mrs. Blankenship presented the contract for the second-grade teacher.
 9. *Be it resolved that the Kristin Sherman will receive the new teacher bonus beginning the third quarter of 2019. Mrs. Walden noted that Ms. Sherman would receive the first bonus in the next payroll with their approval.
- B. Consent Agenda
1. *Be it Resolved that the Board approves the Health and Safety Plan.
 2. *Be it Resolved that the Board approves the use of Carrie Best as the school psychologist for the 2019-20 school year.
 3. *Be it Resolved that the Board approves the contract to hire Holly Reedy, Attorney, of Ennis Britton.
 4. *Be it Resolved that the Board approves Michael Ashmore, School Treasurer, Michael Ashmore's, 2019-2020 bond for \$25,000.
 5. *Be it Resolved that the Board approves the Conduct of Academic Prevention/Intervention Services Policy.
 6. *Be it Resolved that the Board approves a stipend of \$300 for Keisha Nations.
 7. *Be it Resolved that the Board approves a stipend of \$250 for Jennifer Lynn-Mills.
 8. *Be it Resolved that the Board approves the 2018-2019 teacher contract for Kristin Sherman for \$30, 507.93.
 9. *Be it resolved that the Kristin Sherman will receive the new teacher bonus beginning the third quarter of 2019.

Action by the Governing Board in "Adoption of the Consent Agenda" at this point of the agenda means all items notated with an asterisk (*) 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 as presented. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 4-0.

C. Additional Discussion Items


1. Annual Completion of the Conflict of Interest Forms - Mrs. Blankenship noted that the board members had been provided a vendor's list, and all members present signed the forms.
2. Collection of Public Records/Open Meetings Training Certificates – Mrs. Blankenship will provide Mrs. Gantz and Mr. Storts with the link to complete the required training. Mrs. Kuehnle and Mr. Powless had provided the training certificate prior to the meeting.
3. Review the Report Card – Mr. Powless commented that the report allowed room for improvement. Mrs. Blankenship reported not one 6th grade student passed even though some students were performing at high school level and believed they were not motivated to perform well. She explained the school would not receive any consequences for the results this year. However, there would be consequences after three years of consistent results. Based on the Star Assessments, Mrs. Blankenship is recommending that an additional part-time teacher could be used to provide reading assistance. Mrs. Kuehnle offered to provide supplies, leveled books from Reading Recovery, if Mrs. Blankenship is able to find volunteers willing to read with students. Mrs. Blankenship will check into incentives for students reading with parents. She also is planning a reading workshop for teachers to provide strategies to parents. Recent professional development stressed reading instruction in the classroom. The dance teacher, Mrs. Blankenship noted, is also teaching the phonics dance in the classroom. Mr. Powless asked if Mrs. Blankenship anticipates difficulty finding volunteers. Recommendations were given for her to check with Columbus State for education students, the nursing home, and churches for volunteers. The use of fifth graders to read with lower grade students was also suggested benefiting both. Board members were encouraged to come up with ways to attract volunteers while Mrs. Blankenship works on recruitment.
4. Teachers/Substitutes – Parallel Employment Group was approached to provide substitutes during the 2018-2019 school year and the substitutes never showed up. This year they have been fantastic at providing substitutes, Mrs. Blankenship reported.
5. Bylaws – Mrs. Kuehnle asked that Mrs. Gantz review the bylaws to offer her recommendations. Ms. Wenger will make Mrs. Kuehnle's recommendations to the proposed set of bylaws.
6. Maintenance – David Hale is currently providing his services Mondays and Tuesdays. Last month, Rick Brown presented Mrs. Blankenship with an invoice for his services. Mrs. Blankenship explained that the school does not have an agreement with Mr. Brown for his services and does not believe paying two people each \$15 per hour to do the same job is cost effective. Mrs. Blankenship reported that the school does need a person who can provide both custodial and maintenance services. The current custodian cleans only and does not provide maintenance services. She will prepare a job description for a custodian and also speak with Mr. Hale about his services. Mrs. Kuehnle also suggested she talk with the landlord, Dr. Sams.

- VII. **ODE Representative Presentation**
No presentation as Mrs. Woods was not in attendance.
- VIII. **Mr. Powless Submitted His Resignation as a Board Member Effective November 1, 2019.**
Mrs. Gantz motioned to accept the resignation of Mr. Powless effective November 1, 2019. Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 4-0.
- IX. **Next Board Meeting Scheduled for Monday, October 14, 2019, at 6 p.m.**
- X. **Attendance Report**
Mrs. Blankenship provided the board members a copy of the Student Roster Summary and attendance report.
- XI. **Mrs. Gantz Requested A Tour of the School and To Meet with Ms. Woods from the Ohio Department of Education for Further Information About ODE and Charter Schools**
Mrs. Blankenship noted that she may stop by the school any time for a tour and Ms. Wood would be notified of her request.
- XII. **Ohio Department of Education FTE Review by ODE**
Mrs. Blankenship reported an ODE representative would be coming to the school in October to discuss another FTE review. Normally FTE reviews must occur every five years, and this is the school's second review in three years.
- XIII. **Adjournment**
Mr. Powless motioned to adjourn the meeting and Mr. Storts seconded the motion. With no discussion, the motion was voted by roll call and carried 4-0.

Adjournment at 8:02 p.m.

Minutes of September 30, 2019

Signature Page Only



Sherry Kuehnle, Board President

10/14/19

