

**Towpath Trail High School Board Meeting
Annual Minutes of the Board of Directors**

August 10, 2016
4:00 PM

AGENDA

Board Members in Attendance

Nadir Akbar
Kathi Brand
Ron Demko
Deborah Howell
Jessica Hricovec
Ron McDaniel
Christopher Owens
Paula Seibel
Maureen Zeigler

Guests in Attendance

Jason McMillian- Fiscal Officer
Karen Wachter- Cambridge
Mansell Baker- Legal Assistant
April Hart- Legal Counsel
Christina Frazier- School Administrator

Welcome: Board President Ron McDaniel welcomed all Board Members and Guest to the Annual Board Meeting for the Towpath Trail High School at 4:21pm.

Call to Order: President Ron McDaniel asked for introductions of those in attendance.

***Agenda**

The board reserved the right to amend the agenda as needed.

Motion to approve the agenda by: Kathi Brand Second: Christopher Owens

In Favor: All. Motion Carried.

16-40 RESOLVED: The board of directors adopts and approves the meeting agenda of July 13, 2016.

Board Meeting Minutes

The July 2016 Minutes tabled as requested by Kathi Brand to include the July Finance Committee report and subject to adding the report.

Sponsor Update -Delores Junior- Charter School Specialists

NO REPORT

State of the School Report- Mrs. Frasier highlighted the the written State of the School Report

***Financial Report** Jason McMillian- Massa Financial:

Report by the fiscal officer detailed the state of the financials for the 2016 FY, with updates on the stipend payments, FTE adjustments, and quarterly payment projections.

The Board received updates on the Final 2015 FTE adjustment has been processed and as indicated on the financial statement there will be a fund repayment of \$11,500.00 on the FTE adjustment, this is due to a fiscal adjustment by the state. The repayment varies from school to school. Discussion on Board stipend not exceed 5,000 for board members. Discussion on eliminating the CAFR, Mr. McMillan indicated there was no need for the report.

Motion to approve the financial report as presented and subject to audit by Kathi Brand. Deborah Howell.

16-41 RESOLVED: The Board of Directors approves the August 2016 Financial Report as on file and subject to audit.

Management Report -Karen Wachter-Cambridge

This school year began with a Professional Development seminar in Columbus, as well as the Towpath Staff participating in a curriculum meeting in August where all English Teachers come together to review curriculum and best practices strategies. Last week the staff received the keys as we await the final renovations. Toured Invictus Satellite location in Parma. Utilities have been transferred and are operational. The facility looks great! The start date will be August 22nd.

*Discussion: Website for enrollment and contacting the schools. It will filter to the appropriate staff member and school.

Annual Business and Board Policies April Hart, Esq.

Ms.Hart discussed the annual policies required by ODE; the board policy manual and the updates. Kathi Brand, Deb Howell and Paula Seibel's edits and comments were noted for revisions to the Board Policy Manual. The Board of Directors then entertained approval of the following Polices for the 2016-2017 School Year:

Code of Ethics and Conflict of Interest Policy- Motion: Jessica Hricovec.
Second Kathy Brand.

In Favor: All. Motion Carried.

16-42 RESOLVED. The Board of Director approves the 2016-17 Code of Ethics and Conflict of Interest Policy

Wellness Policy- Motion: Jessica Hricovec Second: Christopher Owens.

In Favor: All. Motion Carried.

16-43 RESOLVED. The Board of Director approves the Board 2016-17 Wellness Policy

Child Find Policy- Motion: Jessica Hricovec. Second: Rob Demko.

In Favor: All. Motion Carried.

16-44 RESOLVED. The Board of Director approves the 2016-17 Child Find Policy

Special Education Model Policies and Procedures- Motion: Jessica Hricovec. Second: Deborah Howell.

In Favor: All. Motion Carried.

16-45 RESOLVED. The Board of Director approves the Special Education Model Policies and Procedures

Return to Play Policy- Motion: Jessica Hricovec. Second: Kathi Brand .

In Favor: All. Motion Carried.

16-46 RESOLVED. The Board of Director approves the 2016-17 Return to Play Policy.

Child Abuse Policy- Motion: Nadir Akbar. Second: Christopher Owens.

In Favor: All. Motion Carried.

16-47 RESOLVED. The Board of Director approves the 2016-17 Child Abuse Policy.

Plan and Procedure for Administering Diagnostic Tests- Motion: Jessica Hricovec. Second: Rob Demko.

In Favor: All. Motion Carried.

16-48 RESOLVED. The Board of Director approves the 2016-17 Plan and Procedure for Administering Diagnostic Tests

Food and Beverage Policy - Motion: Jessica Hricovec. Second: Kathi Brand.

In Favor: All. Motion Carried.

16-49 RESOLVED. The Board of Director approves the 2016-17 Food and Beverage Policy

Revised Maintenance of Records Policy- Motion: Jessica Hricovec. Second: Nadir Akbar.

In Favor: All. Motion Carried.

16-50 RESOLVED. The Board of Director approves the 2016-17 Revised Maintenance of Records Policy.

Parental Involvement Plan-Motion- Jessica Hricovec. Second: Christopher Owens.

In Favor: All. Motion Carried.

16-51 RESOLVED. The Board of Director approves the 2016-17 Parent al Involvement Plan.

Revised Grade Promotion and Retention Policy -Motion: Christopher Owens.

Second: Jessica Hricovec.

In Favor: All. Motion Carried.

16-51 RESOLVED. The Board of Director approves the 2016-17 Revised Grade Promotion and Retention Policy

Revised School Medication Policy- Motion: Jessica Hricovec. Second: Christopher Owens.

In Favor: All. Motion Carried.

16-52 RESOLVED. The Board of Director approves the 2016-17 Revised School Medication Policy.

Policy on Positive Behavior Interventions and Support, and Restraint and Seclusion (“PBIS”)- Motion- Jessica Hricovec. Second: Kathi Brand.

In Favor: All. Motion Carried.

16-53 RESOLVED. The Board of Director approves the 2016-17 PBIS Policy.

Revised Missing Children Policy Motion- Jessica Hricovec Second: Paula Seibel.

In Favor: All. Motion Carried.

16-54 RESOLVED. The Board of Director approves the 2016-17 Revised Missing Children's Policy.

Graduation Requirements and Criteria for Diploma With Honors -

Motion: Christopher Owens Second: Jessica Hricovec.

In Favor: All. Motion Carried.

16-55 RESOLVED. The Board of Director approves the 2016-17 Graduation Requirements and Criteria for Diploma With Honors.

Career Advising Policy- Motion- Deborah Howell. Second: Kathi Brand.

In Favor: All. Motion Carried.

16-56 RESOLVED. The Board of Director approves the 2016-17 Career Advising Policy.

2016-17 Comprehensive Board Policy Manual. Motion: Jessica Hricovec.

Second: Kathi Brand.

In Favor: All. Motion Carried.

16-57 RESOLVED. The Board of Director approves the 2016-17 Board Policy Manual.

2016-17 Parent Student Handbook- Motion: Deborah Howell Second: Jessica Hricovec.

In Favor: All. Motion Carried.

16-58 RESOLVED. The Board of Director approves the 2016-17 Parent Student Handbook

2016-17 Board Meeting Calendar- Motion: Deborah Howell. Second: Jessica Hricovec.

In Favor: All. Motion Carried.

16-59 RESOLVED. The Board of Director approves the 2016-17 Board Meeting Calendar.

Old Business:

Vendor Contracts:

EMG Marketing Contract:

Marketing Contract \$24,000 for one year Motion: Jessica Hricovec. Second: Kathi Brand.

In Favor: All. Motion Carried.

16-60 RESOLVED. The Board of Director approves the 2016-17 EMG Marketing Contract for a period of one year in the amount of \$24,000.00.

EMG IT Contract: The Board agrees to move forward with EMG for Information Technology Services in the amount of \$4,000 for term of one year. The contract

Motion Nadir Akbar; Christopher Owens.

In Favor: All. Motion Carried.

16-61 RESOLVED. The Board of Director approves the 2016-17 EMG IT contract in the amount of \$4,000.00 for one year.

New Business:

Officer Elections shall be placed on the Next Agenda.

Discussion on four (4) committee working sessions, possibly a committee of the whole or designation committees with separate notes. These meetings are in addition to the regular meetings. The board discussed establishing a general committee rotating between regular and working sessions each month. The public notice will reflect the same.

Committee Appointments:

Committees will remain the same. Maureen Zeigler will serve as the appointed Audit Committee Chair for the 2016-2017 FY.

Reminder of Next Meeting Date: September 14, 2016 at Towpath Trail High School

Adjournment: Motion by: Nadir Akbar. Second: Deborah Howell.

The meeting Adjourned at 5:43 pm.

