

**Towpath Trail High School**  
**Board Meeting Minutes**  
**February 8, 2017**  
**Towpath Trail High School**

**Board Members in Attendance**

Ron McDaniel-President  
Kathi Brand  
Paula Seibel  
Jessica Hricovec  
**Ron E. McDaniel, Jr.-President**  
Christopher Owens  
Rob Demko

**Guests in Attendance**

Jason McMillin- Fiscal Officer  
John Stack- President, Cambridge Education Group  
April Hart-Counsel  
Christina Fraser- School Director  
Susan Scarponi-CSS Representative

The Towpath Trail High School Board of Director's Meeting was called to Order at 4:18 pm. Board Member and School Representative introductions were given.

**Agenda:** President McDaniel discussed the Agenda presented to Board Members. A Motion and Second were duly noted to accept the February 8, 2017 Meeting Agenda by members Christopher Owens and Robert Demko.

**17-05 RESOLVED:** The Board of Directors adopts and approves the FEBRUARY 8, 2017 Meeting Agenda.

**Public Comment:** There were no members from the public.

**January 11, 2017 Meeting Minutes:**

After review and acknowledgment there was a motion by Board Member Owens to accept the January 11, 2017 meeting Minutes and a Second by Member, Jessica. Hricovec.

**17-06 RESOLVED:** The Board of Directors for Towpath Trail High School accepts the meeting minutes adopts the meeting minutes of January 11, 2017.

**Sponsor Report:**

Charter School Specialist Representative Susan Scarponi noted the highlights of the Sponsor connection: St. Aloysius received the highest rating on the Sponsor Evaluation System (SES). There are new representatives and CSS: Kerry Jupina, Director of College and Career Readiness and Steve Schultheis, Chief Financial Officer. She noted the dates for the upcoming Ohio Educational Technology Conference (OETC); Charter School Specialists has engaged in advocacy by directly requesting that State's lawmakers attempts to improve the charter school

environment. Dave Cash has already met with members of both the House and the Senate and is scheduled to meet with others. She also discussed the Ohio Improvement Process (OIP) and the Onsite Assistance Review (OAR) conducted at the School.

**State of the School Report:** Highlights were given by Administrator Frasier regarding monthly OIP actions, attendance, enrollment upcoming events, MAP data and school culture. 254 students enrolled Attendance is up from January by 34% Mrs. Fraser discussed the Schools “Onsite Assistance Review” (OAR) which was conducted by Charter School Specialist. Administrator Fraser stated that the teachers keep meeting minutes and documents for each Response to Intervention Meeting (RTI).

Administrator Fraser also reported that Towpath won first place in the “Community Service Project Award” sponsored by Cambridge Management. Each school was to conduct a school-wide community service project that demonstrated student involvement and awareness in their and then create a presentation. Staff surveyed students on what the project would be and they chose the Haven of Rest Homeless shelter. Students made “cold calls” to see if people would donate personal products, art supplies; clothing for the shelter. The Prize won was \$2,000.00.

The Board congratulated the School and the students and discussed the benefits of the service project.

Chris Owens asked about test taking strategies and test preparation for state tests. Ms. Fraser discussed test preparation actions taken by the School.

Mr. Owens also asked about the School climate and asked about the refugee students. Mrs. Fraser explained that the school worked with a small refugee population and explained the various initiatives to assist refugee students. She also reported on extra-curricular activities and current events as highlighted in the State of the School report.

**Cambridge Management Report:** John Stack reviewed the highlights of the Management Report and noted the school performance and data reports. He reported on the Administrator Retreat recently held by Cambridge for staff professional development. He further discussed the School’s vision, earning credits and graduation. He indicated that career tech will become the focus of the school going forward so that students can earn industry credentials.

**Financial Report:** Jason McMillin reviewed the School Financial Report. He noted that the lower FTE’s is a trend consistent with enrollment for this time of year. The School is now able to make payments due to Tober Building and Construction and Cambridge Education Group for funding payroll. IRS 990 forms will be issued by the 15<sup>th</sup> of January, 2017. The loan proceedings have closed and the Towpath satellite building appraised at \$650,000.00. Real Estate taxes were discussed Mr. McMillin indicated that they would be paid and that Legal Counsel would be working on both school obtaining a tax exemption.

There was a Motion and a Second to approve the Financial Report by Christopher Owens and Jessica Hricovec respectively.

**17-07 RESOLVED:** The Board of Directors for Towpath Trail High school approves the February 8, 2017 Financial Report as on file and subject to audit.

Board Member Owens asked for a timeline for repayment of vendors and taxes. Mr. McMillan stated that 2 payments to Tober Construction would be paid immediately in the amount of \$175,000.00.

Mr. Owens also asked about the invoices for the architect. John Stack stated that the township has requested additional repairs and updates for the building. He indicated that the costs should not exceed \$100,000.00.

Board Member Owens then made a motion to extend the costs of building improvements for the Towpath Trail Satellite Building not to exceed \$150,000.00. Board Member Jessica Hricovec seconded the Motion.

**17-08 RESOLVED:** The Board of Directors for Towpath Trail High school approves the additional expense for repairs and buildout for the High School Satellite Building in an amount not to exceed \$150,000.00.

**Old Business:** None.

**New Business:**

**National Charter School Conference:** Board members noted that budget to attend the conference included travel and training which was already approved at a previous meeting. A total of 4 board members will be attending from Towpath Trail High School.

**Board Member Nominations:** Board Member Kathi Brand indicated that she received 2 Resumes for potential board members. The Board discussed interviews and locations to meet new candidates.

**Motion to Adjourn:** There was a motion by board member Jessica Hricovec and a second by Christopher Owens to Adjourn the Meeting at 5:20pm.

Next Meeting Date: March 8, 2017 at Towpath Trail High School West Market Street Campus.  
4:15 pm.

Board Secretary

---

---