

Towpath Trail High School
Board Meeting Minutes
September 13, 2017

Board Members in Attendance

Ron McDaniel - President
Rob Demko
Jessica Hricovec
Christopher Owens
Kathi Brand
Matt Devlin
Angela Robinson

Guests in Attendance

Jason McMillin - Fiscal Officer
Karen Wachter - CEG
John Stack - CEG
Christina Fraser - School Director
Lashawn Terrell- CSS
April Hart – Legal Counsel
Kelly Spring - Legal Assistant

The Towpath Trail High School Board Annual Director’s Meeting began at 4:25pm with introductions and updates.

Public Comment: There was a member from the public. There was no public comment.

Agenda: The Board President discussed the Agenda as presented to Board Members.

A Motion was made by Jessica Hricovec and a second by Christopher Owens respectively to adopt the agenda with correction to New Business and the ability to amend throughout the meeting as applicable.

17-46 RESOLVED: The Board of Directors adopts and approves the September 13, 2017 Meeting Agenda with correction to New Business and the ability to amend as needed.

Meeting Minutes:

August Meeting Minutes:

A Motion to accept the August Meeting Minutes as presented was made by Kathi Brand and Christopher Owens respectively.

17-47 RESOLVED: The Board of Directors approved the August 9, 2017 Meeting Minutes as presented.

Sponsor Report:

Ms. Terrell reviewed the presented Sponsor Report. The Towpath onsite review will be on October 13, 2017. She indicated that academic training for schools with academic coaches will be held in September in Cuyahoga County and Westerville. The renewing and existing school application will be available online beginning September 11, 2017.

Legal Update: April Hart, Esq.

Ms. Hart discussed that the school is required to have a detailed plan for excessive absences and truancy. The State has issued a model habitual truancy policy. Currently, the school has accepted the policy Ms. Hart has developed.

Ms. Hart explained the two letters that may be presented on behalf of Towpath regarding the Cambridge Management Company.

State of the School Report:

Ms. Fraser presented the State of the School report. The current enrollment for the Towpath West campus is 247 students. The enrollment at the Towpath East campus is 62. The attendance rate is 40%. There is 75% participation in MAP test. There are currently 3 graduating students and Ms. Fraser anticipates 15-20 more by December. Towpath West and East have earned 128 combined credits. Towpath has three students that are earning college credits and they have accepted their first student teacher.

Financial Report:

Mr. McMillian presented the August Financials. He indicated that the school's budget should be increasing based on the high enrollment numbers.

Mr. McMillian, Mr. McDaniel and Mr. Stack met with Westfield Bank. The meeting was positive and the final draw on the loan was completed.

The audit has begun and next month the financials will include the 5yr budget forecast. Mr. McMillian discussed the real estate taxes. Ms. Hart will follow up on the real estate taxes for Towpath Trail and send an email to the Board.

There was a Motion and a second by Jessica Hricovec and Christopher Owens respectively to approve the August financials as presented, subject to audit.

17 – 48 RESOLVED: The Board of Directors for Towpath Trail High School approves the August financial report as presented, subject to financial audit.

Management Report

Ms. Wachter discussed the Management Report. She presented Empower 3000 as a new literacy program. Ms. Terrell indicated it was a beneficial program, especially the ability to gauge the reading to the level appropriate to each student.

Towpath has met expectations on the report card. The annual report will be completed and presented for board approval at the October 11, 2107 meeting.

There was a Motion and a Second by Jessica Hricovec and Kathi Brand respectively to invest in the Empower 3000 literacy program for a one-year contract in an amount not to exceed \$18,000.00 for Towpath and Towpath East.

17 - 49 RESOLVED: The Board of Directors for Towpath Trail High School approves a one-year purchase of the Empower 3000 literacy program in an amount not to exceed \$18,000.00 for Towpath and Towpath East.

Annual Business:

The Board reviewed and discussed the policies for the 2017-2018 school year. There was a Motion and a second by Jessica Hricovec and Angela Robinson respectively to adopt the collection of policies listed below as presented for the 2017-2018 school year.

1. Board Policies

- a. Code of Ethics and Conflict of Interest Policy-in manual
- b. Wellness Policy-in manual
- c. Child Find Policy-in manual
- d. Special Education Model Policies and Procedures-in manual
- e. 2017-2018 Annual Policy Review
 - 1) Child Abuse Policy
 - 2) Plan and Procedure for Administering Diagnostic Tests
 - 3) Food and Beverage Policy
 - 4) Maintenance of Records Policy
 - 5) Parental Involvement Plan
 - 6) Grade Promotion and Retention Policy
 - 7) School Medication Policy
 - 8) Policy on Positive Behavior Interventions and Support, and Restraint and Seclusion
 - 9) Missing Children Policy
 - 10) Wellness Policy
 - 11) Career Advising Policy

17 - 50 RESOLVED: The Board of Directors for Towpath Trail High School approves the collection of listed policies as presented as well as the policy manual and all policies include therein for the 2017-2018 school year.

2. Board Member Terms and Officers:

a. Terms: Board Member Terms Expire at the Annual Meeting 2018

Jessica Hricovec- 2017

There was a Motion and a Second by Kathi Brand and Rob Demko respectively to nominate Jessica Hricovec to a three-year term as a board member for the Towpath Trail High School Board through the year 2020.

17 - 51 RESOLVED: The Board of Directors for Towpath Trail High School approves the nomination of Jessica Hricovec for a three-year term through the year 2020. Jessica Hricovec abstained from voting.

Rob Demko-2017

There was a Motion and a Second by Jessica Hricovec and Kathi Brand respectively to nominate Rob Demko to a three-year term as a board member for the Towpath Trail High School Board through the year 2020.

17 – 52 RESOLVED: The Board of Directors for Towpath Trail High School approves the nomination of Rob Demko for a three-year term through the year 2020. Rob Demko abstained from voting.

Christopher Owens- 2017

There was a Motion and a Second by Kathi Brand and Angela Robinson respectively to nominate Christopher Owens to a three-year term as a board member for the Towpath Trail High School Board through the year 2020.

17 – 53 RESOLVED: The Board of Directors for Towpath Trail High School approves the nomination of Christopher Owens for a three-year term through the year 2020. Christopher Owens abstained from voting.

b. Officers: Board Officer Terms Expire at the Annual Meeting 2019

1) Ron McDaniel as President term ends annual meeting of 2018 or until his earlier resignation.

2) Vice President- Jessica Hricovec

There was a Motion and a Second by Rob Demko and Kathi Brand respectively to elect Jessica Hricovec to a two year term as a board president for the Towpath Trail High School Board through the year 2019.

17 - 54 RESOLVED: The Board of Directors for Towpath Trail High School approves the election of Jessica Hricovec for a two year term as board president through the year 2019. Jessica Hricovec abstained from voting.

3) Secretary- Kathi Brand

There was a Motion and a Second by Jessica Hricovec and Christopher Owens respectively to elect Kathi Brand to a two-year term as a board president for the Towpath Trail High School Board through the year 2019.

17 - 55 RESOLVED: The Board of Directors for Towpath Trail High School approves the election of Kathi Brand for a two-year term as board president through the year 2019. Kathi Brand abstained from voting.

c. Committees: Expire Yearly. (2016 Annual Committees):

The Board discussed the Committees for the 2017-2018 School Year.

Audit & Finance Committee: Jessica Hricovec (Chair), Rob Demko, and Christopher Owens

President McDaniel appoints Jessica Hricovec (Chair), Rob Demko and Christopher Owens to the Audit and Finance Committee for the 2017-2018 school year. Jason McMillian is on the Audit & Finance Committee.

The slate accepted the appointment to the committee.

Education Committee: Kathi Brand (Chair) and Matthew Devlin

President McDaniel appoints Kathi Brand (Chair) and Matthew Devlin to the Education Committee for the 2017-2018 school year.

The slate accepted the appointment to the committee.

Nomination Committee: Kathleen Brand (Chair), Ron McDaniel and Angela Robinson

President McDaniel appoints Kathleen Brand. (Chair), Ron McDaniel and Angela Robinson to the Nomination Committee for the 2017-2018 school year.

The slate accepted the appointment to the committee.

Innovation Committee: Ron McDaniel

President McDaniel appoints Ron McDaniel to the Innovation Committee for the 2017-2018 school year.

3. 2017-2018 - Parent Student Handbook

(Update Appendices: Habitual Truancy and Chronic Absence; Updated Safe School Policy; Diabetes Policy).

There was a Motion and a second by Christopher Owens and Kathi Brand respectively to approve the Parent Student Handbook as presented pending legal review.

17 – 56 RESOLVED: The Board of Directors for Towpath Trail High School approves the Parent Student Handbook as presented, pending legal review.

4. 2017-2018 – Board Meeting Calendar

There was a Motion and a second by Rob Demko and Jessica Hricovec respectively to adopt the Board Meeting schedule as the 2nd Wednesday of the month at 4:15pm typically at Towpath West High School. The October 11, 2017 meeting will be held at Towpath East. The December 2017 and June 2018 meetings will be held at the Akron Public Library.

17 - 57 RESOLVED: The Board of Directors for Towpath Trail High School adopts the Board Meeting Calendar as presented for the 2017-2018 School Year.

Executive Session:

There was discussion that personnel and legal matters needed to be discussed in an executive session. Pursuant to the Ohio Revised Code 121.22, there was a Motion and a second by Jessica Hricovec and Angela Robinson respectively to enter into an executive session. The board completed a roll call and went into executive session at 5:35pm.

17-58 RESOLVED: The Board of Directors for Towpath Trail High School approves an executive session to discuss legal matters.

The board returned from executive session at 6:11pm and resumed the meeting. During executive session the board members discussed personnel and legal issues.

Old Business:

There was no old business.

New Business:

Based on discussions in executive session the following actions were taken:

1. Letter to Attorney General regarding investigation of Marcus May

There was a Motion and a Second by Christopher Owens and Kathi Brand respectively to approve the drafting of a letter on behalf of Towpath Trail High School to the Attorney General requesting an investigation into Marcus May's financial dealings in Ohio.

17 - 59 RESOLVED: The Board of Directors for Towpath Trail High School approves the drafting of a letter on behalf of Towpath Trail High School to the Attorney General requesting an investigation into Marcus May's financial dealings in Ohio.

2. Letter to Cambridge with list of required documentation

There was a Motion and a Second by Christopher Owens and Angela Robinson respectively to approve the drafting of a letter on behalf of Towpath Trail High School to Cambridge Management company requesting documents regarding the sale of Cambridge Management.

17 - 60 RESOLVED: The Board of Directors for Towpath Trail High School approves the drafting of a letter on behalf of Towpath Trail High School to Cambridge Management company requesting documents regarding the sale of Marcus May's shares of Cambridge Management.

Next Meeting Date: October 11, 2017 at 4:15pm at Towpath Trail East Campus in Springfield.

Motion to Adjourn: There was a motion by Jessica Hricovec and seconded by Christopher Owens to adjourn the meeting at 6:13 pm.

Board Secretary

Towpath Trail High School
