

**Towpath Trail**  
**Board Meeting Minutes**  
**September 12, 2018**

**Board Members in Attendance**

Ron McDaniel  
Rob Demko  
Kathi Brand  
Owen Spait  
Angela Robinson  
Jessica Hricovec  
Janice Baumann  
Matt Devlin

**Guests in Attendance**

Kerry Jupina - CSS  
Karen Watcher - Oakmont  
Jason McMillian - MFS  
Maureen Businger – Oakmont  
Christina Fraser – Towpath  
Brian Vannest – Towpath  
April Hart – legal counsel  
Kelly Spring – legal assistant  
Fr. Milton Kiocha

The Towpath Trail Annual Board of Director’s Meeting began at 4:15pm with introductions and updates.

**Public Comment:** Public comment was given by guests.

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

A Motion was made by Matt Devlin and a second by Owen Spait respectively to adopt the agenda the ability to amend throughout the meeting as applicable.

**18-49 RESOLVED:** The Board of Directors adopts and approves the meeting Agenda with ability to update as needed.

**Board members:**

**Janice Baumann**

There was a Motion and a Second by Angela Robinson and Kathi Brand respectively to nominate Janice Baumann to the Towpath Trail Board of Directors for a term of three years until the Annual Board Meeting in 2021 or resignation, whichever occurs first.

**18-50 RESOLVED:** The Board of Directors approves the nomination of Janice Baumann to the Towpath Trail Board of Directors for a term of three years until the Annual Board Meeting in 2021 or resignation, whichever occurs first.

**Michelle Fort**

There was a Motion and a Second by Angela Robinson and Rob Demko respectively to nominate Michelle Fort to the Towpath Trail Board of Directors for a term of three years until the Annual Board Meeting in 2021 or resignation, whichever occurs first.

**18-51 RESOLVED:** The Board of Directors approves the nomination of Michelle Fort to the Towpath Trail Board of Directors for a term of three years until the Annual Board Meeting in 2021 or resignation, whichever occurs first.

### **Chris Owens**

Ms. Hart discussed the extended leave of absence of Mr. Chris Owens and recommended removing Mr. Owens for quorum purposes with the understanding he is able to re-apply for the board when he returns from active military service. Ms. Brand suggested sending a letter thanking him for his service and indicating he is welcome to rejoin.

There was a Motion and a Second by Kathi Brand and Jessica Hricovec to send Mr. Owens a letter for thanking him for his service and remove him for the board for quorum purposes with the understanding that he is able to re-apply to the board when he returns from active military service.

**18-52 RESOLVED:** The Board of Directors for Towpath Trail approves sending Mr. Owens a letter for thanking him for his service and remove him for the board for quorum purposes with the understanding that he is able to re-apply to the board when he returns from active military service.

### **Meeting Minutes:**

A Motion and Second to accept the August Board Meeting Minutes was made by Angela Robinson and Jessica Hricovec respectively.

**18-53 RESOLVED:** The Board of Directors approved the August Board Meeting Minutes as presented.

### **Legal Update:**

Conflict of interest forms were distributed to the board. Ms. Hart requested the board members complete and return the forms. Mr. Hart requested the board discuss topics and dates for board training.

### **Sponsor Report:**

Ms. Jupina presented the Sponsor report in writing prior to the meeting. The OGT testing window is discussed in the report. The 3<sup>rd</sup> grade guarantee is explained. The report reviews funding of charter schools. CSS and the Towpath leadership reviewed the OIP by phone. Ms. Jupina commended Towpath's submission of the OIP. CSS will be beginning schools visits for compliance and onsite reviews.

Ms. Robinson asked questions regarding the Management evaluation. The board discussed the process for completion of the evaluation.

### **State of the School Report:**

Ms. Fraser provided the State of the School for Towpath (Main campus). 93% of the students were retained. 70.5 academic points have been earned this year. Enrollment is 254. Attendance is up this year at the School.

Mr. Vannest provided the State of the School for Towpath (East campus). 80% of the students were retained. Enrollment is 132. A family advocate, intervention specialist and placement specialist were hired. Additional supplies and computers have been purchased. The demolition of the building is continuing. They are waiting on some permits. Construction, Manufacturing, Microsoft Word, Childcare and STNA programs will be in place in the new building.

### **Financial Report:**

Mr. McMillan provide the financial report. Cash position remains strong for the school.

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

**18-54 RESOLVED:** The Board of Directors for Towpath Trail approves the August financial report as presented, subject to financial audit.

**Management Report:**

Ms. Watcher provided the Management Report. Oakmont will be holding weekly meeting with Tober construction regarding the buildout. Ms. Watcher discussed the Fuel Ed option to fill in technology for the students while the buildout is being completed. Mr. McDaniel requested to receive additional information about the Fuel Ed organization. Ms. Watcher discussed the school report card. She believes they have met all graduation requirements and exceeded requirements in MAP requirements. Towpath should at least meet all requirements in the overall report card. The HB119 hearing has been pushed back to October.

**Annual Business:**

**2018-2019 Board Policies**

Ms. Hart reviewed and discussed the 2018-2019 school policies with the Board.

There was a Motion and a second by Jessica Hricovec and Kathi Brand respectively to adopt the collection of policies listed below as presented along with adoption of the entire policy manual and the incorporation of all policies into the 2018-2019 Policy Manual.

- 1) Child Find
- 2) Academic Prevention and Intervention
- 3) Food and Beverage
- 4) School Safety
- 5) School Wellness
- 6) Career Advising
- 7) PBIS-Positive Behavior and Intervention Plans
- 8) Conflict of Interest
- 9) 2018 Code of Regulations
- 10) Special Education Policies and Procedures (included in policy manual)
- 11). Entire Policy Manual (includes all school resolutions)

**18-55 RESOLVED:** The Board of Directors for Towpath Trail adopts the collection of policies listed below as presented along with adoption of the entire policy manual and the incorporation of all policies into the 2018-2019 Policy Manual.

**Board Members:**

**Kathleen Brand:**

There was a Motion and a Second by Jessica Hricovec and Owen Spait respectively to nominate Kathleen Brand as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

**18-56 RESOLVED:** The Board of Directors from Towpath Trail approves the nomination of Kathleen Brand as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

Kathleen Brand abstained from voting.

**Rob Demko:**

There was a Motion and a Second by Jessica Hricovec and Owen Spait respectively to nominate Rob Demko as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

**18- 57 RESOLVED:** The Board of Directors from Towpath Trail approves the nomination of Rob Demko as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

Rob Demko abstained from voting.

**Ron McDaniel:**

There was a Motion and a Second by Jessica Hricovec and Owen Spait respectively to nominate Ron McDaniel as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

**18-58 RESOLVED:** The Board of Directors from Towpath Trail approves the nomination of Ron McDaniel as a board member for the Towpath Board of Directors for a three-year term from the annual meeting of 2018 to the annual meeting of 2021 or resignation, whichever occurs first.

Ron McDaniel abstained from voting.

**Board Officers:**

There was a Motion and a Second by Rob Demko and Kathi Brand respectively to nominate Ron McDaniel as the president for the Towpath Trail Board of Directors for a two-year term from the annual meeting of 2018 to the annual meeting of 2020 or resignation, whichever occurs first.

**18-59 RESOLVED:** The Board of Directors for Towpath Trail approves the nomination of Ron McDaniel as the president for the Towpath Trail Board of Directors for a two-year term from the annual meeting of 2018 to the annual meeting of 2020 or resignation, whichever occurs first.

**Towpath Committees:**

Mr. McDaniel, the president of the Towpath Trail Board of Directors nominates the following board members on the respective committees for a period of one year until the annual meeting in 2019 as follows below:

**Audit & Finance Committee:** Jessica Hricovec (Chair), Rob Demko, Owen Spait, Michelle Fort

**Education Committee:** Kathleen Brand (Chair), Matthew Devlin and Michelle Fort

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

**Innovation Committee:** Ron McDaniel (Chair), Angela Robinson, Jessica Hricovec, Rob Demko

**2018-2019 Parent Student Handbook**

There was a Motion and a Second by Owen Spait and Matt Devlin respectively to adopt the 2018-2019 Parent-Student Handbook as presented.

**18-60 RESOLVED:** The Board of Directors for Towpath Trail approves the adoption of the 2018-2019 Parent-Student Handbook as presented.

**2018-2019 Board Meeting Calendar**

There was a Motion and a Second by Jessica Hricovec and Owen Spait respectively to adopt the 2018-2019 Board Meeting Calendar as presented.

**18-61 RESOLVED:** The Board of Directors for Towpath Trail approves the adoption of the 2018-2019 Board Meeting Calendar as presented.

**Next Meeting Date:** Wednesday, October 10, 2018 at 4:15pm at Towpath Trail, 275 West Market Street, Akron, Ohio 44303

**Motion to Adjourn:** There was a motion by Owen Spait and seconded by Rob Demko to adjourn the meeting at 7:13pm.

Board Secretary

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Towpath Trail

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