

OAKSTONE COMMUNITY SCHOOL BOARD OF TRUSTEES MEETING

Wednesday March 21, 2018

OPENING OF MEETING

ATTENDEES:

**Board President Dave Huelsman
Board Vice President Jason Warner
Superintendent Heather Kronewetter
Fiscal Officer Johanna Gladman
Board Secretary Sherry Chapin
Board Member Jere Corven
Board Member Kelli Reavling-Cobb
Board Member David Lambert
Sponsor Carrie Trusley
The Public**

1) *WELCOME*

- a) Board Agenda Approval-** Jason Warner moved to amend the meeting agenda to include item #9 "Accept Revised School Calendar"

Motion: Warner X Second: Corven X Huelsman X Chapin X Lambert X
Revised Agenda Approval

Motion: Warner X Second: Lambert X Huelsman X Corven X Chapin

- b) Minutes Approval, Last Regular Meeting-** Sherry Chapin moved that the minutes from the February 28, 2018 meeting with the correction in item 5a-"Travel Reimbursement for Professional Development Policy" should be "Travel Expense Reimbursement Policy"

Motion: Chapin X Second: Warner X Huelsman X Corven X Lambert X

2) *STANDING COMMITTEE REPORTS*

a) Finance Committee

- i) Monthly Bank Reconciliation & Reports-** February 2018- Jason Warner recommended that the board approve the March Monthly Bank Reconciliation & Reports.

Motion: Warner X Second: Chapin X Huelsman X Corven X Lambert X

- ii) FY17 Financial Audit-**Jason Warner told the board that the FY17 Audit was a clean audit with no issues to report.

- b) Curriculum and Accountability-Report-**Dave Lambert told the board that April 11th there would be a meeting with the OCS Sponsor to present information, including data, from the 2017 Academic Accountability Report. ESC's Carrie Trusley, Sophia Speelman and Mike Trego are expected to attend.

3) *BOARD MEMBERSHIP OF KELLI REAVLING-COBB-* Jere Corven told the board that Ms. Reavling-Cobb's background check was returned with no findings. Corven moved that Reavling-Cobb be elected to the OCS board.

Motion: Warner X Second: Chapin X Huelsman X Corven X Lambert X

- 4) **FY 18 APPROPRIATION REVISION #2-** Jason Warner deferred to Johanna Gladman. Gladman told the board the revisions were due to staffing changes resulting in small adjustments to payroll and benefits, various adjustments in purchased services including changes in placement and per credit contracts due to enrollment changes. New appropriations for IRS penalty. Overall changes in revenue projections and appropriations result in an increase in projected cash at June 30, 2018 by just over \$52,000 to \$400,297.
Motion: Warner X Second: Corven X Huelsman X Chapin X Lambert X Cobb X
- 5) **PAYMENT OF IRS PENALTY FOR LATE REMITTANCES OF TAX DEPOSITS FOR 12/15 AND 12/30 PAYROLL-** Jason Warner deferred to Johanna Gladman. Gladman told the board that due to human error, a code number was not correctly entered, causing the IRS to reject payment on 12/15/17 and again 12/30. The error was discovered during account reconciliation in January. the 12/15 payment was 19 days late, and the 12/30 payment was 3 days late, incurring a penalty of \$676.28. Because it did not correspond with any particular line item, Gladman explained a PO could not be issued and instead must be authorized by the board. Gladman said there has been training and new procedures put in place to safeguard against similar errors.
Motion: Warner X Second: Chapin X Huelsman X Corven X Lambert X Cobb X
- 6) **SPECIAL EDUCATION POLICIES AND PROCEDURES ANNUAL REVIEW-**
Dave Huelsman told the board that the review is mandated by the ODE for the ongoing efforts and results for Special Ed. Students.
Motion: Lambert X Second: Warner X Huelsman X Corven X Cobb X Chapin X
- 7) **COLLEGE CREDIT PLUS POLICY-** Superintendent Heather Kronewetter told the board that due to changes by the state, the policy had been strengthened to be more stringent about how students take advantage of the CC+ Program. She noted that the revisions come after a student failed two CC+ courses. The student is on a payment plan to reimburse OCS for the tuition costs. Also, Kronewetter happily shared that the student has been allowed to take CC+ courses again, is doing well, and was recently accepted into Capital University.
Motion: Lambert X Second: Corven X Huelsman X Chapin X Lambert X Cobb-Abstention
- 8) **STAFF HANDBOOK UPDATE-** Superintendent Heather Kronewetter told the board that texting regarding students and school issues is no longer allowed to avoid privacy and confidentiality issues. Email is preferred since it is archived and searchable and an educational record is easily created this way.
Motion: Lambert X Second: Warner X Huelsman X Corven X Cobb X Chapin X
- 9) **REVISED 2018/19 SCHOOL YEAR CALENDAR-** Superintendent Heather Kronewetter told the board that the 2 day professional development event was changed from spring to fall.
Motion: Huelsman X Second: Warner X Lambert X Corven X Cobb X Chapin X
- 10) **ADMINISTRATION ITEMS AND UPDATES**
- a) Testing- Superintendent Heather Kronewetter told the board that it is testing season for students, including Alternate Assessments, and tests would be completed before Spring Break. Of scores entered so far, there are a lot more students showing "above proficient." ACTs are complete.
 - b) Prom- Superintendent Heather Kronewetter told the board that the Prom is May 5th and features a "Candy Rush" theme.
 - c) New Staff- Superintendent Heather Kronewetter told the board that she hired 1 Instructional Assistant and 1 Intervention Specialist.
 - d) 1% Cap Waiver- Superintendent Heather Kronewetter told the board that the state Cap Waiver for the amount of students taking alternate assessments has federal approval. She noted feds want Ohio to reduce the average amount of students taking alternate assessments.

11) SPONSOR ISSUES AND UPDATES- Sponsor Carrie Trusley to the board that March 27th is the date for the OCS onsite review. She also noted that Johanna Gladman had given written feedback on monthly financials to Alan Hutchinson, the Fiscal Officer for Community Schools at the ESC. March 23rd is the date for the ESC Board Meeting, outlining guidance policy and evaluation document to make sure OCS is compliant. Changes to the document by adding policies will be made to reflect processes. Trusley also told the board that all 6 ESC sponsored schools, including OCS are up for review and must have a total of 75% of points met. At last review, the highest school rating was 57%. Trusley noted the ongoing struggle with the State Report Card with the academic piece and student groups beyond GAP closing. Trusley also told the board that discussions for the Evaluation Doc start in the spring with goals set in the fall for the new school year. Trusley shared that while pushing for improved academic performance, the ESC also wants to work with schools to tell their stories beyond the State Report Card. Trusley closed by thanking Superintendent Heather Kronewetter and the board for reviewing policies, saying that OCS is an example when she is asked by other schools for information.

12) PUBLIC COMMENT PERIOD- No requests to speak.

13) CLOSING

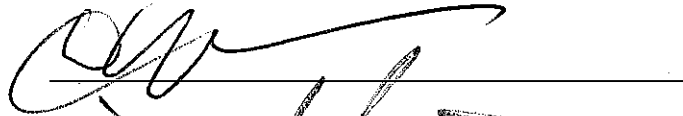
a. **Next meeting:** It is recommended that the Board of Trustees reconvene on Wednesday April 25, 2018 at 6:00pm.

Motion: Chapin X Second: Corven X Huelsman X Warner X Cobb X Lambert X

b. **Adjournment-** It is recommended that the Board of Trustees adjourn.

Board Member Signatures upon Minutes Approval

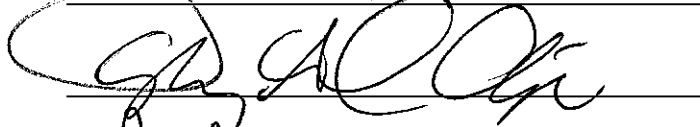
Dave Huelsman



Jason Warner



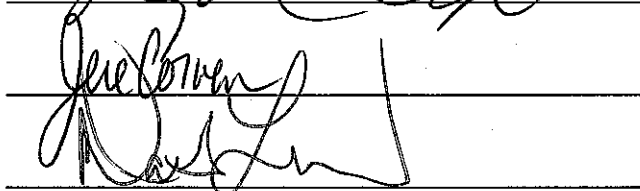
Sherry Chapin



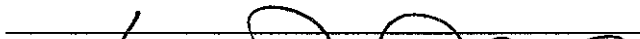
Jere Corven



David Lambert



Thad Boggs



Kelli Reavling Cobb

