

OAKSTONE COMMUNITY SCHOOL BOARD OF TRUSTEES MEETING

Wednesday August 8, 2018

OPENING OF MEETING

ATTENDEES:

**Board President Jason Warner
Board Vice President/Secretary Sherry Chapin
Board Trustee Jere Corven
Board Trustee Thad Boggs
Board Trustee Kelli Reavling-Cobb
Board Trustee David Lambert
Superintendent Heather Kronewetter
Fiscal Officer Johanna Gladman
Sponsor Carrie Trusley
Legal Counsel Brian DeSantis
The Public**

- 1) **WELCOME**
 - a) **Board Agenda Amendments**-Jason Warner motioned that three items be added to the agenda: 8a Finance Committee-June 2018 Monthly Bank Reconciliation & Reports, 17f-Naloxone Administration Policy, and 18a-Student Teaching Contracts
Motion: Warner X Second: Lambert X Corven X Reavling-Cobb X Chapin X
 - b) **Board Agenda Approval**
Motion: Chapin X Second: Corven X Lambert X Reavling-Cobb X Warner X
 - c) **Minutes Approval, Last Regular Meeting**-Sherry Chapin motioned that the minutes of the June 27, 2018 board meeting be approved with a minor grammatical correction under Administration Items and Updates. The change did not alter the meaning of any items.
Motion: Chapin X Second: Corven X Lambert X Reavling-Cobb X Warner-Abstained
- 2) **ACCEPTANCE OF BOARD MEMBER RESIGNATION**-Jason Warner motioned that the board accept the resignation of President Dave Huelsman. Huelsman tendered his resignation July 19, 2018.
Motion: Warner X Second: Chapin X Corven X Reavling-Cobb X Lambert X

(Thad Boggs arrived)
- 3) **ANNUAL PUBLIC RECORDS, OPEN MEETINGS, ETHICS TRAINING**- Legal counsel Brian DeSantis provided Sunshine Law Training to board members in person. Training included the definition of a meeting, how and when a board can call an Executive Session and what can take place during an Executive Session. DeSantis also covered how to respond to public records requests in various forms.
- 4) **ANNUAL ETHICS PAPERWORK**- All 6 Board members handed in their disclosure statements in accordance with law.
- 5) **OFFICER ELECTIONS, PRESIDENT, VICE PRESIDENT, SECRETARY**-Board member Jason Warner presided over nominations and elections of OCS Board President, Vice President and Board Secretary.

- a) **Board President Nomination and Election-** Sherry Chapin nominated Jason Warner to serve as Board President based on his past faithful service as Vice President. She noted he was a natural fit to step into the office of board president.
Motion: Chapin X Second: Boggs X Corven X Lambert X Reavling-Cobb X Warner-Abstained
- b) **Board Vice President Nomination and Election-** Jere Corven nominated Sherry Chapin to serve as Board Vice President based on faithful and willing service to the board.
Motion: Corven X Second: Lambert X Boggs X Reavling-Cobb X Warner X Chapin-Abstained
- c) **Board Secretary Nomination and Election-**Jere Corven nominated Sherry Chapin to serve as Board Secretary based on past service and willingness to continue. She noted that nothing in the bylaws prohibits someone from serving in more than one office.
Motion: Corven X Second: Lambert X Boggs X Reavling-Cobb X Warner X Chapin-Abstained
- 6) **BYLAW REVISIONS-**Jason Warner told the board that the revisions had been made regarding questions on how to call special meetings. Also, the bylaws contain the creation of a Legal Committee, and Cooper and Elliott will remain the Statutory Agent. Legal counsel Brian DeSantis reviewed the bylaws and changes prior to their presentation to the board.
Motion: Warner X Second: Boggs X Corven X Reavling-Cobb X Chapin X Lambert
- 7) **REQUIRED COMMITTEE ASSIGNMENTS**
Finance Committee-Chapin and Reavling Cobb
Curriculum and Accountability Committee-Lambert and Corven
Legal Committee-Boggs and Warner
- 8) **STANDING COMMITTEE REPORTS**
- a) Finance Committee
- i) Monthly Bank Reconciliation & Reports- June 2018- Jason Warner recommended that the board approve the June Monthly Bank Reconciliation & Reports.
Motion: Warner X Second: Chapin X Corven X Reavling-Cobb X Boggs X Lambert X
- ii) Monthly Bank Reconciliation & Reports- July 2018- Jason Warner recommended that the board approve the July Monthly Bank Reconciliation & Reports. Fiscal Officer Johann Gladman noted OCS continues to be in a healthy financial position.
Motion: Warner X Second: Lambert X Corven X Reavling-Cobb X Boggs X Chapin X
- iii) Capital Asset Disposal-Jason Warner told the board that the asset disposal involved several iPads and desktops.
Motion: Warner X Second: Chapin X Corven X Reavling-Cobb X Boggs X Lambert X
- b) Curriculum and Accountability-Report-Dave Lambert told the board the committee did not meet due to scheduling conflicts and inability to give appropriate public notice. The committee will meet later in August.
- 9) **BOARD MEMBER RECRUITMENT-**Warner and Corven-Jason Warner told the board that he had reached out to a former colleague from School Choice of Ohio that has a special needs child to join the board. While that individual declined, she did give several possible contacts for recruitment. Warner noted that the vacancy would need to be a non-OCS parent to avoid a parent majority since three OCS parents are currently serving. Sherry Chapin stated that the optimal next candidate would have financial expertise. Warner agreed, and also asked for all board members' help in finding candidates.

Sherry Chapin asked Jere Corven if she was in contact with any non-OCS parents seeking to join the board and if names of people that had previously expressed interest in serving were kept in a file or on some kind of list. Chapin stated that it was important to have an organized pipeline for proactive recruitment in the future. Corven said that no non-OCS parents had contacted her, but she could compile a waiting list.

10) AFFIDAVIT FOR CRIMINAL BACKGROUND CHECKS-Jason Warner deferred to Superintendent Heather Kronewetter. Kronewetter told the board that all affidavits had been received and are in order, including affidavits for 6 new employees.

Motion: Warner X Second: Corven X Chapin X Reavling-Cobb X Boggs X Lambert X

11) FY2019 PERMANENT APPROPRIATIONS BUDGET-Jason Warner deferred to fiscal Officer Johanna Gladman. Gladman told the board that the appropriations were based on a Full-Time Enrollment of 254.18 students. The reduction is due to some students graduating or aging out, and the “.18” is due to some having a modified schedule.

Motion: Warner X Second: Lambert X Chapin X Reavling-Cobb X Boggs X Corven X

12) RELATED SERVICES CONTRACT-David Lambert deferred to Superintendent Heather Kronewetter. Kronewetter told the board that she had reached out to 10 different vendors and received 2 bids for OT, Speech and Psych services. Only 1 vendor was fully equipped to serve all the students needs, even though it was the higher bid. Kronewetter said she would consider separating Psych services out in next year's contract for more vendor participation and possible cost savings.

Motion: Lambert X Second: Warner X Boggs X Reavling-Cobb-Abstained Chapin-Abstained Corven-Abstained

13) PER CREDIT CONTRACT- David Lambert deferred to Superintendent Heather Kronewetter. Kronewetter told the board that the contract was for General Ed courses not offered at OCS.

Motion: Lambert X Second: Warner X Boggs X Reavling-Cobb-Abstained Chapin-Abstained Corven-Abstained

14) PLACEMENT CONTRACT

Motion: Lambert X Second: Warner X Boggs X Reavling-Cobb-Abstained Chapin-Abstained Corven-Abstained

15) CONTRACT EXTENSION FOR HR/PAYROLL SERVICES- Jason Warner deferred to Superintendent Heather Kronewetter. Kronewetter told the board that due to other pressing matters; an RFP hasn't been seen yet. Her goal is to have a new service in place by October 31st.

Motion: Warner X Second: Lambert X Chapin X Reavling-Cobb X Boggs X Corven X

16) CONTRACT EXTENSION FOR TECHNOLOGY SERVICES

Motion: Warner X Second: Lambert X Chapin X Reavling-Cobb X Boggs X Corven X

17) POLICY REVISIONS-Jason Warner told the board that policy updates a-d were sent from the Sponsor and offered more clarity. Superintendent Heather Kronewetter told the board that policy update e is made so that children turning age 5 by September 30th can enroll in kindergarten, thus allowing for more potential enrollment. Warner told the board that policy update f came from the Sponsor. Kronewetter noted Naloxone was not yet on site and she would explore how to get the drug on site.

- a) Annual Disclosure Form
- b) Resolution for College and Career Readiness
- c) Special Education Policies and Procedures
- d) Suspension and Expulsion Policy
- e) Kindergarten & First Grade Admissions Policy
- f) Naloxone Administration Policy

Motion: Warner X Second: Chapin X Lambert X Reavling-Cobb X Boggs X Corven X

18) ADMINISTRATION ITEMS AND UPDATES

- a) Student Teacher Contracts-Heather Kronewetter told the board that there are 2 student teachers that had been with OCS for 3 years finalizing their Masters. Kronewetter said both want to continue with the school and she would like to hire them as teachers later. 1 is student teaching and 1 also works as an aid. Kronewetter said legal counsel had been consulted. Thad Boggs asked Kronewetter about overtime concerns regarding the current aid. Kronewetter answered that the issue of overtime would have to be explored with legal counsel.

Motion: Warner X Second: Corven X Chapin X Reavling-Cobb X Boggs X Lambert X

- b) Enrollment-Superintendent Kronewetter told the board that 16 new students are enrolled, and 11 are OCS-OCS students. She noted there are 2 more student enrollments pending.

19) SPONSOR ISSUES AND UPDATES-Sponsor Carrie Trusley told the board the Opening Assurances meeting was excellent and Superintendent Heather Kronewetter was very well prepared. She reminded board members to go through the Roles and Responsibilities PowerPoint that had been emailed. She commended OCS on how policies and procedures are handled; noting that she often uses OCS as an example for other schools. Trusley also noted that the annual board training at the ESC with required board representation is September 26th.

20) PUBLIC COMMENT PERIOD-No requests to speak

21) CLOSING

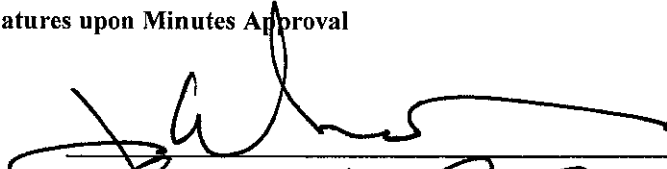
- a) **Next meeting:** It is recommended that the Board of Trustees reconvene on Wednesday September 26, 2018 at 6:00pm.

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

Motion: Boggs X Second: Corven X Chapin X Reavling-Cobb X Warner X Lambert X

Board Trustee Signatures upon Minutes Approval

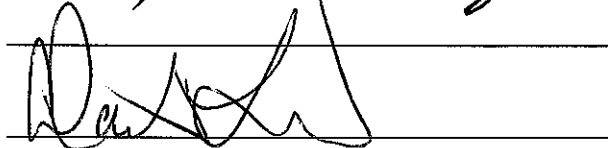
Jason Warner



Sherry Chapin



Jere Corven



David Lambert



Thad Boggs



Kelli Reavling-Cobb

