

OAKSTONE COMMUNITY SCHOOL BOARD OF TRUSTEES MEETING

Wednesday May 26, 2021

OPENING OF MEETING

ATTENDEES:

**Board President Jason Warner
Board Vice President/Secretary Sherry Chapin
Board Trustee Kelli Reavling-Cobb
Board Trustee Scott Duffy
Board Trustee Eric Yitz Frank
Superintendent Heather Kronewetter
Fiscal Officer Johanna Gladman
Sponsor Sophie Speelman**

1) *WELCOME*

a) Board Agenda Approval

Motion: Warner Second: Duffy

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

b) Minutes Approval, Last Regular Meeting

Motion: Chapin Second: Reavling-Cobb

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

2) *STANDING COMMITTEE REPORTS*

a) Finance Committee

i) Monthly Bank Reconciliation & Reports- May 2021- Jason Warner recommended that the board approve the Monthly Bank Reconciliation & Reports.

Motion: Warner Second: Duffy

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

ii) Monthly Report of Credit Card Activity & Board Attestation-May 2021

Motion: Warner Second: Chapin

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

b) Curriculum and Accountability-Report-Kelli Reavling-Cobb told the board the committee met May 17. Superintendent Kronewetter gave an update on staff professional development-2 days per week. Work continues on breaking down power standards by subject grade level. Work also continues on Internal Tracking System development with the ESC team. Next meeting is June 14,2021 at 5pm.

3) *EXECUTIVE BOARD SESSION*-The OCS Board entered executive session to discuss the Fiscal Officer Evaluation and Fiscal Officer Contract. Fiscal Officer Johanna Gladman and Superintendent Kronewetter were invited to the session. All board members, Gladman and Kronewetter attended.

Motion to enter executive board session: Warner Second: Reavling-Cobb

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

Motion to end executive session: Warner Second: Frank

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

4) FINANCE RELATED TIMES

- a) FY21 Appropriations Revision No.3-Jason Warner deferred to Fiscal Office Johanna Gladman. Gladman told the board that due to changes in FTE (Full Time Enrollment) which affected Purchased Services, additional Medicaid in Schools settlement and increase in Foundation per student funding, projected cash and the end of June moved from approximately \$494,000 to \$692,000.

Motion: Warner Second: Chapin

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

- b) Five Year Forecast- Jason Warner deferred to Fiscal Office Johanna Gladman. Gladman told the board that the purpose is to help identify possible issues that may occur in the future, and take steps now to prevent them. The Forecast includes an Assumptions Narrative Summary-

FY 21 - Forecasted revenues are foundation revenue based on current enrolled student FTEs (246.07) and other projected income including casino revenue, donations, refunds, interest, Medicaid in Schools reimbursements, state wellness funds, and federal grants (IDEA-B, Title II-A, and Coronavirus Relief Funds); Forecasted Expenditures are based on appropriations for current year.

FY 22 - Foundation revenues forecasted based on FTE of 233.24 students, including per student funding of \$6,100 per student; no change in K-3 literacy (\$320), facilities (\$200); 2% increase in special education category funding; Casino revenue increasing to \$10,600; Federal grants include IDEA VI-B (including funding of three new positions) and Title II-A allocations; Medicaid in Schools reimbursements decreasing to settlement of one year and interim billing; donations of \$3,600; and interest income of \$250. Expenditures forecasted based on: full planned salaries for current staff/replacements plus three new positions; fringe benefits at 26.5% of salaries; increases in purchased services using FY 21 plus expected increases depending on service type and if negotiable; Supplies & materials decrease due decrease in COVID 19 expenses. Capital outlay to cover replacement if needed.

FY 23 - Foundation revenues forecasted based on FTE of 237 (replace all withdrawals/graduations/age outs from FY 22 and add 4 additional) students with 3% increase in all foundation funding (opportunity grant, K-3 literacy, facilities, and special education category). Casino revenue at \$13,200; Federal grants include IDEA VI-B (decreasing due to drop in carryover funds) and Title II-A allocations; Medicaid in Schools reimbursements at same level; donations of \$3,600; and interest income of \$500. Expenditures forecasted based on 2% overall increase in salary expenses; fringe benefits at 26.5% of salaries; increases in purchased services using FY 22 plus expected increases depending on service type and if negotiable; Supplies & materials and other expenses at same levels as FY 22; no anticipated capital outlay.

FY 24 - Foundation revenues forecasted based on FTE of 239 students (replace all withdrawals/graduations/age outs from FY 23 and add 2 additional) with no change in FTE funding; Casino revenue at \$13,200; Federal grants include IDEA VI-B and Title II-A allocations; Medicaid in Schools reimbursements; donations of \$3,600; interest income of \$1,000. Expenditures forecasted based on 2% increase in overall salary; fringe benefits at 26.5% of salaries; increases in purchased services using FY 23 plus expected increases depending on service type and if negotiable; Supplies & materials and other expenses at same levels as FY 23; Capital outlay to cover replacement of equipment if needed.

FY 25 - Foundation revenues forecasted based on FTE of 241 students (replace all withdrawals/graduations/age outs from FY 24 and add 2 additional) with 1% increase in all foundation funding (opportunity grant, K-3 literacy, facilities, and special education category); Casino revenue at \$13,200; Federal grants include IDEA VI-B and Title II-A allocations; Medicaid in Schools reimbursements; donations of \$3,600; interest income of \$1,500. Expenditures forecasted based on 3% increase in overall salary; fringe benefits at 26.5% of salaries; increases in purchased services using FY 24 plus expected increases depending on service type and if negotiable; Supplies & materials and other expenses at same levels as FY 24; no anticipated capital outlay with no changes in staff or student levels and latest round of replacements in FY 24.

Cont.-Five Year Forecast

Motion: Warner Second: Chapin

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

- c) Fiscal Officer Evaluation-Jason Warner told the board the evaluation highlights Johanna Gladman's ongoing work and excellence in serving OCS. Sherry Chapin noted Gladman's recent work in resolving issues with College Credit Plus funds and collecting money due from students, as well as following appropriate steps for full PPP Loan Forgiveness totaling \$208,000.

Motion: Warner Second: Chapin

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

- d) Fiscal Officer Contract-Jason Warner told the board the proposed Fiscal Officer Contract approval was requested by Fiscal Officer Johanna Gladman. Gladman noted she was the span of her contract to coincide with 30 years of service. Eric Frank told the board that due to her excellent evaluation and no raise the previous year, compensation should be adjusted above a cost of living increase. Frank proposed a 5% increase. After more discussion, Sherry Chapin motioned for a 4%, agreeing with Frank's points of Gladman's excellent work and lack of increase the previous year.

Motion for Fiscal Officer Contract to include a 4% salary adjustment.

Motion: Chapin Second: Reavling-Cobb

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

Motion to approve the Fiscal Officer Contract for July 2021-June 2026 with annual salary at \$119,938.30

Motion: Warner Second: Frank

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

5) ***ADMINISTRATION ITEMS AND UPDATES***

- a) Monthly Residency Verification Update-Superintendent Kronewetter told the board all information is current and valid.
- b) School Improvement Plan Update- Superintendent Kronewetter told the board OCS staff just completed professional development, noting the staff gave a lot of positive feedback. The work for the upcoming Internal Tracking System continues and is expected to take two years.
- b) School Calendar (2021-2022 SY)-Update- Superintendent Kronewetter told the board the calendar now specifies November 29, 2021 and January 3, 2022 as Teacher Work Days.

Motion: Warner Second: Frank

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

- d) Extended Learning Plan (Wellness Funds)-Update- Superintendent Kronewetter told the board that last year's Summer Program was completely contracted out and this year OCS is providing a Summer Program as well contracting for services. \$50,000

- e) Wellness Funds Contract-

Motion: Warner Second: Reavling-Cobb

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

- f) Ethics Policy-Updated & renumbered- New policy number 1.21

Motion: Warner Second: Chapin

Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

g) Reporting Licensed Employee Misconduct-Updated & renumbered
New policy number-3.18.
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

h) Post-Secondary HS Credit Policy Updated and renumbered- New policy number-7.37
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

i) Administering Medication to Students (Replace Existing Policy) Policy number 6.34
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

j) Board Attendance Policy (move to Code of Regs)-The OCS Board will vote on this policy in June.

k) Rescind School Policies- Superintendent Kronewetter told the board that legal counsel Pepple and Waggoner recommended rescinding the following polices, noting some are not legally required or they are too ambiguous to track.

Advanced Placement Program
Animals on School Property
COVID-19 Attendance Tracking-end date June 2
Body Mass Index Screening Program Waiver
Cardio, CPR and AED Policy
Concussion Awareness Training, Procedures
Conduct Board Meetings through Telecommunications
Core Curriculum Requirements
COVID-19 Case Reporting
Directory Release
Eye Protection Devices Policy
Food Services Program Policy
Lead Prevention Notification
Legal Services Policy
Limited English Proficiency Policy
ODE Authority to Suspend
Ohio Means Job Readiness Seal
Parent's Right to Know
Prohibiting Incentives to Enroll in District
Public Health and Safety Recognition Authority
Racial and Ethnic Balance Policy
Screening of beginning pupils for special learning needs
Sick Leave Donation
Statewide Education Management Information System Policy
Student Report Card Policy
Student Wellness and Success Program policy
Teacher Residency Program
Transgender and Gender Nonconforming Students Policy

Motion: Warner Second: Frank
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

l) Graduation-Superintendent Kronewetter told the board that this year's graduating class is the largest to date. 18 OCS/OCS students and a total of 33 including placed out students.

- 6) **SPONSOR ISSUES AND UPDATES**-Sponsor Sophia Speelman congratulated OCS on the largest to date graduating class, noting the especially challenging year with COVID. Students were featured in a recent ESC email. She told the board about the ongoing work with the quality portion of the Sponsor Evaluation. After the release of the state budget bill, the ESC will provide a complete list of trainings, including suicide prevention.
- 7) **RETURN TO IN-PERSON MEETINGS-DISCUSSION**-Due to the easing of COVID restrictions, board members discussed an eventual return to in-person meetings. Due to convenience and schedules, the June meeting will remain online.
- 8) **PUBLIC COMMENT PERIOD**-No requests to speak
- 9) **CLOSING**
 - a) **Next meeting:** Due to schedule conflicts, the Board of Trustees reconvene on Wednesday June 17, 2021 at 6:00pm.
Motion: Warner Second: Frank
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y
 - b) **Adjournment-** It is recommended that the Board of Trustees adjourn.
Motion: Frank Second: Duffy
Roll Call Vote Warner Y Chapin Y Reavling-Cobb Y Duffy Y Frank Y

Board Member Signatures upon Minutes Approval

Jason Warner JASON WARNER gms

Sherry Chapin SHERRY CHAPIN gms

Kelli Reavling-Cobb KELLI REAVLING-COBB gms

Scott Duffy _____

Eric Frank _____