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Governing Authority Regular Meeting  
Location: 2521 Fairwood Ave., Columbus, OH 43207  
November 10, 2021 | 5:30PM

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## AGENDA

### 1. CALL TO ORDER/ROLL CALL

- Terry Kleman, President
- Anthon Brooks, Vice President
- Brian McMichael, M.D., Secretary
- Erin Bentz
- Derrick Wyman

### 2. APPROVAL OF AGENDA

### 3. APPROVAL OF MINUTES

- Regular Meeting-September 8, 2021

### 4. GENERAL ACTION ITEMS

- 2021-2022 Annual Review of Health and Safety
- 2020-2021 Annual Report
- 2021-2022 ESCLEW Contract Modifications
- Monthly Residency Verifications – September and October

### 5. FINANCIAL REPORTS AND ACTION ITEMS

#### Fiscal Officer Report

- Action Item: Approval of Financials for August and September 2021
- Action Item: Approval of Scott Pittman as Fiscal Officer
- Action Item: Approval of David Hoskin as Fiscal Officer
- Action Item: Five Year Forecast – October Submission

### 6. REPORTS

- School Report
- Summit Academy Management Report
- Committee Reports – Subcommittee/Ambassador/Other
- Sponsor Report

### 7. OTHER BUSINESS

### 8. PUBLIC PARTICIPATION

### 9. ADJOURNMENT

**Next Regular Meeting:** January 13, 2022 | 2521 Fairwood Ave., Columbus 43207 | 5:30 PM

Joint Regular Meeting Minutes | September 8, 2021 | 5:30PM

Location: 2521 Fairwood Ave., Columbus, OH

Approved on November 10, 2021

**Governing Authority Members Present:**

- Terry Kleman, President
- Anthon Brooks, Vice President
- Brian McMichael, M.D., Secretary **Absent**
- Erin Bentz
- Derrick Wyman

**Administrative Support Personnel Present:**

- Cheryl Elliott, Director (Elementary and Middle Schools)
- Trina Moore, Director (High School)
- Chris Wheeler, Executive Director of Operations
- Mark Michael, Vice President of Operations/General Counsel
- Nancy Butts, Executive Director of Compliance
- Kristie Miller, Compliance Administrator

**Sponsor Representatives Present:**

- Jennifer Little, ESC of Lake Erie West (Elementary and Middle Schools)
- Josh Gossett, Buckeye Community Hope Foundation (High School)

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Joint Minutes for Summit Academy Community School – Columbus, Summit Academy Middle School – Columbus, and Summit Academy Transition High School - Columbus

**Minutes**

**1. Call to Order/Roll Call**

- Mr. Brooks called the meeting to order at 5:33PM and called the roll.

**2. Approval of Agenda**

- Mr. Kleman moved that Agenda be approved. The motion was seconded and carried unanimously.

**3. Approval of Minutes**

- Mr. Wyman moved that the Minutes of the Regular Meeting held on July 21, 2021 be approved. The motion was seconded and carried unanimously.

**4. General Action Items**

- Mr. Kleman moved that the Face Coverings (Masks) Policy be amended with the removal of the assistance of the police department. The amendment was seconded and carried unanimously.

- Mr. Wyman moved that the Face Coverings (Masks) Policy be approved with the amendment. The motion was seconded and carried unanimously.
- Mr. Wyman moved that Restraint and Seclusion Policy be approved. The motion was seconded and carried unanimously.
- Mr. Kleman moved that the Complaint of Sexual Harassment Policy be approved. The motion was seconded and carried unanimously.
- Mr. Kleman moved that 2021-2022 EMIS Designee Appointment be approved. The motion was seconded and carried unanimously.
- Mr. Wyman moved that the Resolution and Monthly Residency Verification for August 2021 be approved. The motion was seconded and carried unanimously.
- Mr. Wyman moved that the 2021-2022 Student At-Risk for Not Qualifying for Diploma be approved. The motion was seconded and carried unanimously.

#### 5. Treasurer's Report/Financials and Fiscal Action Items

- Mr. Kleman moved that the Financials for June and July 2021 be approved. The motion was seconded and carried unanimously.
- Mr. Kleman moved for the Approval of Amber Shaeffer as Fiscal Officer. The motion was seconded and carried unanimously.
- Mr. Wyman moved for the approval of the 2021-2022 Annual Budget. The motion was seconded and carried unanimously.

#### 6. Reports

- Mrs. Moore presented the School Report. Staffing is an issue at the High School due to having three staff call in last week. Currently three positions need to be staffed.
- Mr. Wheeler presented the School Report. Working very hard to fill open positions. The elementary/middle are currently closed due to illness.
- Ms. Butts and Mr. Michael presented the Management Company Report. He mentioned the newly hired Treasurer and how the Company will be restructuring the needs of the Treasurer to be available for boards.
- Board Discussed: They would like once a year in person (When the audit can be discussed), meeting reports remain and possibly attending online if questions need to be answered. Having a report (paragraph summarizing the financials) that the Treasurer pointed out what to look for, what changed etc.
- Committee Reports: Subcommittee/Ambassador/Other-None
- Ms. Little presented the Sponsor Report. Ms. Little introduced herself as the new sponsor representative. She reviewed the responsibilities of a Governing Authority Member. Sunshine Law Training will be held Saturday, October 18<sup>th</sup>. A financial review was completed and no red flags were raised.
- Mr. Gossett presented the Sponsor Report. Leadership Summit is coming up for the 15<sup>th</sup> of September.

#### 7. Other Business

- None



8. Public Participation

- None

9. Adjournment

- Mr. Brooks adjourned the meeting at 6:27PM.

Signed:

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Governing Authority President/Secretary

10.



# Educational Service Center of Lake Erie West Community Schools Center

## ESC of Lake Erie West Community Schools Center Sponsor Update

**School Name: Summit Academy Community School & Middle School Columbus**

**Month: November**

Presented by:	Jenny Little, Regional Technical Assistance Educator	In Person
Governing Authority Highlights / Important updates from ESCLEW	<p>The ESCLEW newsletter is scheduled to go out the first week of November. This month features information regarding the difference between Board Resolutions and approving items using approved meeting minutes.</p> <p>Additionally, the ESCLEW is in the process of completing the annual evaluation for the school and you will be receiving a copy via email. The evaluation provides information on how the school performed on their contract goals from the 2020-2021 school year. *Due to the limited local report card data, the ESCLEW was unable to rate several performance goal areas.</p> <p>*Note: The Ohio Department of Education has released the local report card and can be found at the following website: <a href="https://reportcard.education.ohio.gov/">https://reportcard.education.ohio.gov/</a>.</p> <p>Although there is no overall letter grade or ranking, the state did provide all available data within individual components for the purpose of improvement planning. The ESCLEW used all available data to inform the annual evaluation. However, you may see “NR” or “N/A” when data was unavailable.</p>	
Recent Site Visit Highlights	<p>The September Site visit occurred on 09/21/2021 and the October site visit occurred on 10/7/21. During the visits, all monthly compliance items were reviewed and marked compliant.</p> <p>Overall, the climate and culture of the building is positive despite staff shortages. In September, Mrs. Elliott shared the school’s approach to Positive Behavior Interventions and Supports (PBIS). I also reviewed special education files and there were no concerns. In October, I completed two classroom observations and debriefed those with Mrs. Elliott. We also discussed recent assessment results and how the data is informing intervention and additional student support.</p> <p>The November site visit is scheduled for November 4<sup>th</sup>.</p>	
Financial Update	<p>Our financial consultant, Linda Moye, holds a monthly phone meeting with the school’s treasurer, and a completed report of this meeting is emailed to all board members. At this time, there were no red flags discussed.</p> <p>If you have any questions regarding your school’s financials, we encourage you to reach out to your treasurer.</p>	

### 2021 – 2022 Governing Authority Goal (Attachment 11.6)

Goal	The annual Governing Authority goal has been submitted and is in the review process with ESCLEW.			
Evidence	N/A			
Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>



# Educational Service Center of Lake Erie West Community Schools Center

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Other Items Discussed:	
Any questions asked by the Governing Authority for the Sponsor?	
Follow up provided:	

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**GOVERNING AUTHORITY RESOLUTION**  
**November 10, 2021**

Resolved, the Governing Authority has conducted the annual review of the following Health and Safety Policies:

- Use of Medications
- Care of Students with Diabetes
- Health Examinations and Immunizations
- Peanut or Other Food Allergies
- Dangerous Weapons
- Visitors, Volunteers, and Guests
- OSHA/Bloodborne Pathogens Exposure Control Plan
- School Emergency Management Plan
- Prior Notification of Pesticide Application
- Wellness
- Food Sale Standards
- Head Lice
- Safety Drills
- Health Services
- Emergency Medical Procedures
- Emergency Medical Authorization
- Infectious Disease
- AIDS
- Bed Bug Infestations
- Facility Security
- Student Suicide
- Accidents to Students
- OSHA/PERRP Compliance/Risk Reduction Program
- Hazard Communication Plan
- Toxic Hazards and Asbestos Hazards
- Prevention of Lead Poisoning
- Food Services
- Free and Reduced-Price Meals
- Hand Washing
- Control of Communicable Diseases
- Possession and Use of Inhalers
- Possession and Use of Epinephrine Auto-Injectors
- AED/CPR Training
- Emergency Preparedness and Evacuation
- Use of Tobacco and Other Stimulants

- Access of Transgendered Individuals to Activities/Programs
- Reporting Child Abuse and Neglect
- Face Coverings (Masks)
- Remote Learning Plan
- Drug Prevention
- Materials Regarding Sexual Activity
- Harassment, Intimidation and Bullying

Signed:

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Governing Authority President/Representative





GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

Resolved, the Governing Authority hereby approves the attached annual report of the School's activities and progress in meeting academic goals, performance standards, and fiscal performance and authorizes the management company to finalize the report and submit it to the sponsor and parents of all students attending the school via email and/or posting on the School's website by the end of November 2021.

Signed:

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Governing Authority President/Representative

# Summit Academy Middle School – Columbus

## 2020-2021 Annual Report



Summit Academy  
SCHOOLS  
*Learning Without Limits*

SUMMIT ACADEMY MIDDLE SCHOOL – COLUMBUS  
Every Day We Do Great Things!

DIRECTOR'S MESSAGE

Dear Students, Parents, Teachers, and other Stakeholders,

The 2020-2021 school year was truly a year we can never forget! We started the year totally remote due to COVID and stayed that way through 3 quarters. We did not return to the building until March 15, 2021. Even then, only about half of the student's returned to brick-and-mortar school, the other half remained remote until the end of the year. We faced challenge after challenge, but we came through each problem with flying colors. I would like to say congratulations to Summit Academy students for your hard work and perseverance. Thank you, parents, and guardians, for your partnership, cooperation and support that enabled us to provide the best education possible for your child. Outstanding job educators and school staff, your expertise, patience, and compassion truly make our school an amazing place for children to learn.

This was our second year of transitioning to a trauma informed school, and we were able to provide teachers with ongoing professional development to help address the many social, emotional issues our students face. Our PBIS program is growing strong as we added two programs this year: Bal-A-Vis-X and Zones of Regulation.

Bal-A-Vis-X Is a series of Balance, Auditory, Vision exercises of varied complexity, all of which are deeply rooted in rhythm. It is a series of some 250 exercises, most of which are done with sand filled bags and or racquetballs. Requiring multiple thousands of mid-line crossings in three dimension these exercises are steadily rhythmic, with a pronounced auditory foundation, executed at a pace that naturally results from proper physical techniques. Bal-A-Vis-X enables the whole mind-body system to experience the symmetrical flow of a pendulum and helps students relax and focus.

The Zones of Regulation is a framework designed to foster self-regulation and emotional control. It teaches students how to identify their feelings and levels of alertness. One of the biggest outcomes is students begin to understand how their behaviors influence other's thoughts and feelings and ultimately move towards independent regulation.

Although we have not received the Ohio State testing results, based on our internal spring assessments using STAR Benchmark testing, we know that there is a lot of work to be done in math and reading. That is why we have created an Extended Learning Plan to address our students' academic and social/emotional needs. This plan addresses how we will catch students up and provide extra supports to students that need them.

We are truly thankful for all the wonderful things that happen every year at Summit Academy Columbus Middle School. Our students give us the motivation and drive to be the most successful school in our area. We strive for excellence every day and we

know every day we do great things! As principal of this school, it is an honor to serve the students, parents, and teachers.

Sincerely,

Cheryl Elliott  
Principal  
Summit Academy Columbus Community and Middle School

## SCHOOL HIGHLIGHTS



We kicked the school year off with a socially distanced Open House! We had not seen any of our students since the previous March due to COVID.



In September we had our first family night, again socially distanced with Kona Ice serving their delicious treat! In October, we had our first Trunk or Treat as well as a virtual Spirit Week to kick off our Domino's fundraiser.



In November we brought back Basketball Jones in a virtual format and the students enjoyed many of his tricks with a basketball. Click the link if you did not get a chance to see it:

<https://vimeo.com/showcase/7602753> PW: Summit

We had one of the biggest family nights ever with our Winter Wonderland. Families received many things, like food, clothing, games, educational materials, etc. Again, this event was socially distanced. The families staff had a wonderful time.



After we came back from Winter break, we had a virtual job fair, and we celebrated a virtual National School Choice Spirit Week. In March, we held another Family Night and for the first time we allowed families to schedule a time and come in the gym for a scheduled program.



The month of April was spent taking the Ohio State Test. In May we celebrated our 8<sup>th</sup> grade graduates and End of The Year Celebration!



The leadership team ended the year with Team Building at Mt. Gilead KOA!







## SCHOOL DATA

IRN:	000610
AGE LEVELS SERVED:	10-15
HOURS OF INSTRUCTION:	8:45AM-3:45PM
SCHOOL TYPE:	Community School
STUDENT POPULATION:	40
ATTENDANCE RATE:	84.3%
SPONSOR:	Educational Service Center of Lake Erie West

### STUDENT DEMOGRAPHICS:

All of our students are considered "at-risk" of academic failure, due to the condition ADHD and /or Asperger's Disorder, which describes our target population

### SPECIFIC DEMOGRAPHIC DATA:

Black Non-Hispanic:	57.9%
White Non-Hispanic:	29.8%
Students With Disabilities:	79.4%
Economically Disadvantaged:	100%

### SCHOOL MISSION STATEMENT:

Summit Academy Schools build hope, success, and well-being through education and advocacy for children with special needs.

### BOARD MEMBERS:

Terry Kleman	President
Anthon Brooks	Vice President
Dr. Brian McMichael, M.D.	Secretary
Erin Bentz	
Derrick Wyman	

### SCHOOL STAFF:

Cheryl Elliot	Principal
Mitch Ellis	Dean of Student's/Sensei
Zubaidah Ghani	Science Teacher
Bruce Hinkle	Title I/Intervention Specialist
John Hinkle	Intervention Specialist/Teacher
Christina Jones	Language Arts Teacher
Amber Kenawell	IEP Coordinator
Robert McMullen-Ruppert	Intervention Specialist/Math Teacher
Jennifer Murdock	Data Coach
Kelsey Pecenka	IEP Coordinator
Courtenay Rausch	Title I Aide
Hugh Smith	Music Teacher
Rebecca St. Clair	Behavior Specialist

**SPONSOR STATEMENT ON COMPLIANCE:**

The Educational Service Center of Lake Erie West (ESCLEW) served as sponsor for Summit Academy Middle School - Columbus during the 2020-2021 school year. ESCLEW monitored the school's academic and fiscal performance, as well as organization and operation of the school, and determined that the school was overall compliant.

## ACADEMIC PERFORMANCE

Every September, the Department of Education releases the "Local Report Card" for each school and district in Ohio. The Local Report Card measures how well students performed as measured by the state's performance standards. In addition, the School is also evaluated on school specific goals that are contained in the School's contract with its Sponsor.

Due to the COVID-19 pandemic, state testing was not performed for the 2020-2021 school year. This means the majority of the Local Report Card data for the school is not reported. This is also the case for the academic part of the contractual goals with the sponsor not being reportable.

Summit Academy schools' population is approximately 80% students with disabilities. There is a very wide distribution of skills within this identified subgroup. Two points to keep in mind as one analyzes this data is the small size of each of our groups of students being tested and the skewing effect of students in any group that are exceptionally high or low functioning.

### LOCAL REPORT CARD PERFORMANCE (STATE STANDARDS)

The School's performance reflected on the Local Report Card (State Standards) includes the following components: Overall School Grade; Achievement; Progress; Gap Closing; Graduation Rate; Improving At-Risk K-3 Readers; and, Prepared for Success. An analysis of the school performance for each component follows.

#### Overall School Grade

The State began reporting an overall school grade beginning with the 2017-2018 school year.

	2017-2018	2018-2019	2019-2020	2020-2021
Overall School Grade	D	F	NR	NR

#### Achievement

The Achievement component represents the number of students who passed the state's proficiency tests and how the students performed on the tests. The Achievement Component is comprised of two measures; Performance Index and Indicators Met. The Performance Index measures the test results of every student. The Indicators Met measures the percent of students who have passed state tests. Tests are reported for each student if a grade in subject. The state standard is for a school to achieve an 80% passage rate.

Achievement	2017-2018	2018-2019	2019-2020	2020-2021
Component Grade	F	F	NR	NR
Perform. Index (Pts./Grade)	47.9/F	50.1/F	NR	32.8/NR
Indicators Met (%/Grade)	12.5/F	0/F	NR	0/NR

### Progress

The Progress component looks closely at the growth that all students are making based on their past performances and end-of-course exams. A rating of "C" indicates that students generally achieved a full year of growth during the prior school year. Ratings of A or B indicate students achieved more than a full-year of growth and ratings of D or F indicate students did not achieve a full-year of growth during the prior school year.

Progress	2017-2018	2018-2019	2019-2020	2020-2021
Component Grade	B	D	NR	NR
Value Added (Overall)	C	F	NR	NR
Value Added (Gifted)	NR	NR	NR	NR
Value Added (Lowest 20% in Achievement)	B	D	NR	NR
Students' w/ Disabilities	B	F	NR	NR

### Gap Closing

The Gap Closing component shows how well school are meeting performance expectations for the most vulnerable populations of students in English language arts, math, and graduation.

Gap Closing	2017-2018	2018-2019	2019-2020	2020-2021
Component Grade	D	F	NR	NR
Annual Measurable Objectives (%)	62.7	37.9	NR	NR

### Graduation

The School does not serve Grades 9-12.

### Improving K-3 At-Risk Readers

The School does not serve Grades K-3.

### Prepared for Success

The School does not serve Grades 9-12.

### Contractual Performance Goals

The School worked towards meeting Performance Accountability Framework goals (Contract Attachment 11.6) during the 2020-2021 school year. Per Ohio law, the 2020-2021 School Report Card did not have overall grades or ratings. Therefore, we are unable to determine if we have met all of our contractual goals. The following chart provides the available information.

Performance Area	Measure	2020-2021 Goal	Results
A.1 – Chronic Absenteeism	Chronic Absenteeism rate	48.4%	61.5%
A.2 - Performance Index	Performance index points	54.1	32.8
A.3 – Indicators Met	Total number of proficiency level indicators met and 1 targeted grade or content area	0/7	0/0
A.4 - Progress	Overall letter grade, overall percentage, growth percentage for 1 measure	Grade: D, 1.3 Overall: D	NR
A.5 – Gap Closing	Component Score, 1 Targeted Area	Score 39.795/F Math SWD PI: 43.4	Score: NR SWD Math PI Points: 29.7
A.6 - Graduation Rate	Overall component grade, Overall component percentage	NA	NA
A.7 – Improving at-risk K-3 Readers	Component Grade, Percentage of students moving from not on-track to on-track.	NA	NA

A.8 - Prepared for Success	Component grade and percentage of students participating across all six measured areas.	NA	NA
A.9 – Other Academic Measure	Renaissance Star assessment data	The students will achieve a school wide average growth in scaled score points from fall to spring benchmarking. Our reading increase will be 20 points or greater and our math increase will be 20 points or greater.	Students that met 20-point growth ELA: 10/37 27% Math 10/37 27%
A.10 – Other Academic Measure-Specific Subgroup	Renaissance Star assessment specific subgroup data	SWD will improve their overall reading scores by 20 points from the fall benchmark to the spring benchmark using Renaissance STAR assessments and instructional software	SWD that met 20-point growth: 8/29 28%
A.11 – Comparative Goal	2 Similar schools comparable LRC data	The School will perform higher than or equal to Columbus Scioto in SWD Value Added category. The School will perform higher than or equal to Brookwood Academy in SWD Value Added category.	Summit Academy Middle School- SWD Value Added: NR PI Points:32.8 Columbus Scioto- SWD Value Added: NR PI Points: 26.4 Brookwood Academy – School Closed - No Data Available
NA.1 - Mission Specific Goal	Mission specific performance measures and targets	80% of students will be engaged in learning activities as observed by classroom walk-throughs	Insufficient Data due to full remote and hybrid models for the 20-21 school year due to COVID-19
NA. 2 - Parent Satisfaction	Feedback from parents/caregivers	Given questions on an annual survey, parents will respond favorably at least 92% of the	Favorably: 18/18 100% of questions were answered favorably Participation: 10/37 27% of families responded to survey

		time with 40% participation	
NA.3 - Governing Board Performance	The ability of the members and/or combined entity in increasing the efficiency and/or effectiveness of the board.	80% in addition PD on Community School Funding	Met
NA.4 - Organizational/ Operational	On-Time and Accuracy Percentages of compliance	On-Time – 98% Accuracy – 99%	On-Time – 100% Accuracy – 99%
NA.5 – Financial Performance	Audits, debt reduction, or the submission of accurate and on-time financials into Epicenter	Clean annual audit	Audit is currently in progress
NA.6 - Financial Sustainability	Student Enrollment	43	40
NA.7 – Student Discipline	Decreasing the number of out-of-school suspensions	4-8: 24	4-8: 0

SUMMIT ACADEMY MIDDLE SCHOOL - COLUMBUS  
FRANKLIN COUNTY, OHIO

Selected Financial Information  
**For the Fiscal Years Ended June 30, 2020 and 2021**  
(Unaudited)\*

	<b>2020</b>	<b>2021</b>
<b>Operating Revenues:</b>		
State Foundation	\$ 761,060	\$ 615,445
State and Federal Grants	386,597	263,115
Medicaid Revenue	67,713	-
Private Donations	-	-
Classroom Materials and Supplies	1,018	2,121
Food Service	-	1,516
Other Revenue	17,565	9,559
Interest on Investment	0	0
Total Operating Revenues	<u>1,233,953</u>	<u>891,756</u>
<b>Operating Expenses:</b>		
Management Fee Expense	1,255,145	881,675
Staffing Expenses	0	0
Other Expenses	-	-
Total Operating Expenses	<u>1,255,145</u>	<u>881,675</u>
<b>Net Profit (Loss)</b>	<u><u>\$ (21,192)</u></u>	<u><u>\$10,081</u></u>
<b>Net Assets:</b>		
Total Assets	882,279	882,279
Total Liabilities	<u>2,097,218</u>	<u>2,097,218</u>
<b>Total Net Assets</b>	<u><u>\$ (1,214,939)</u></u>	<u><u>\$ (1,214,939)</u></u>

\* The Ohio Auditor of State audited the financial statements of the school as of, and for the year ended, June 30, 2020. The Auditor's report dated April 1, 2021 indicated that the financial statements were fairly presented in conformity with accounting principles generally accepted in the United States of America. The report is available at the Auditor's website or through Summit Academy Management. The audit as of, and for the year ended, June 30, 2021 is in process. Due to the implementation of GASB 68, the school shows a negative Net Asset amount for fiscal year end. As of the date of the annual report, the GAAP financial statements have not been prepared, therefore, total assets and liabilities remain the same as the prior year.



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GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

Resolved, the Governing Authority hereby approved the attached ESCLEW required sponsor contract modification.

Signed:

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Governing Authority President/Representative

**MODIFICATION NO. 3**  
**TO OHIO COMMUNITY SCHOOL CONTRACT**  
**BY and BETWEEN**  
**Educational Service Center of Lake Erie West (“Sponsor” or “ESCLEW”)**  
**AND**  
**Summit Academy Middle School - Columbus (“Governing Authority” or “School”)**

**WHEREAS**, the ESCLEW and the Governing Authority entered into an amended and restated Community School Contract (“Contract”) effective on July 1, 2019; and

**WHEREAS**, the ESCLEW and the Governing Authority agree to the following modifications;

**NOW THEREFORE**, the parties modify the Contract as follows:

**1. Article IV, Section 4.1.**

- a. In the first sentence of the section add “3302.037,” “3313.669,” “3313.6610,” “3313.6025,” “3313.6026,” “3319.077,” “3319.078,” “3319.318,” “3319.393,” “3323.251,” and “5502.262” in the appropriate numerical order. The rest of Section 4.1 remains as originally written in the Contract.
- b. In the first sentence of the section insert as a new explanatory clause “(unless the School is an internet- or computer-based community school that does not qualify for a dropout prevention and recovery report card, in which case the School must comply with 3314.261)” after “3321.191.”
- c. In the first sentence of the section remove from the section the statutory citation to “3313.536.”
- d. The rest of Section 4.1 remains as originally written in the Contract.

**2. Article VI, Section 6.4.** At the end of the first sentence, “provided however, parents of students who enter ninth grade for the first time in the 2022-2023 school year may elect not to have a nationally standardized assessment administered to that student.” The rest of Section 6.4 remains as originally written in the Contract.

**3. Article VI, Section 6.13.** Insert the following paragraph at the end of the section:

If the School operates a an internet- or computer-based community school that does not qualify as a dropout prevention and recovery school, the School shall adopt an attendance policy in accordance with R.C. 3314.261, which shall detail: (1) the classroom-based and nonclassroom-based “instructional activities” that a student is expected to complete, participate in, or attend during the school day; and (2) certain consequences, including disenrollment from the School, if a student fails to participate in instructional activities.

The rest of Section 6.13 remains as originally written in the Contract.

**4. Article VII, Section 7.3.** Insert the phrase “and 2021-2022” after “2020-2021” in the start of the second paragraph. The rest of Section 7.3 remains as originally written in the Contract.

**5. Article XI, Section 11.5.**

- a. In the first sentence of the section remove “four (4)” and insert “five (5)” in its place.
- b. In the first sentence of the section remove “June 30, 2023” and insert “June 30, 2024” in its place.
- c. The rest of Section 11.5 remains as originally written in the Contract.

**6. Attachment 3.4** shall be replaced in its entirety with the attached.

**7. Attachment 9.2** shall be replaced in its entirety with the attached.

**8. Attachment 9.3** shall be replaced in its entirety with the attached.

**9. Attachment 9.4** shall be replaced in its entirety with the attached.

**10. Attachment 11.6** shall be replaced in its entirety with the attached.

ALL OTHER SECTIONS, SUBSECTIONS, TERMS, OR PROVISIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND IN EFFECT UNLESS OTHERWISE SPECIFICALLY MODIFIED HEREIN.

**Educational Service Center of  
Lake Erie West**

By: \_\_\_\_\_  
(Signature)

Its: Superintendent

with full authority to execute this Contract  
for and on behalf of **Sponsor**  
and with full authority to bind **Sponsor**.

Date: \_\_\_\_\_

**Governing Authority of  
Summit Academy Middle School –  
Columbus**

By: \_\_\_\_\_  
(Signature)

Its: President

with full authority to execute this Contract  
for and on behalf of **Governing Authority**  
and with full authority to bind **Governing Authority**.

Date: \_\_\_\_\_

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GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

Resolved, the Governing Authority hereby approved the attached Monthly Residency Verifications for September and October 2021.

Signed:

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Governing Authority President/Representative



**MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL**

Month and Year:

Sept 2021

Official School Name:

Summit Academy CO, MO

*Each community school is required to perform annual and monthly residency verification checks pursuant to law and the Board's policies. The Board is required to review these forms at each meeting.*

**ANNUAL PROOF OF RESIDENCY IN FILE**

*Note date and type of proof submitted to the school.*

**FIRST STUDENT**

Date:

9/16/21

Type:

Gas Bill

**SECOND STUDENT**

Date:

9/16/21

Type:

Cell Phone Bill

**MONTHLY VERIFICATION**

*Note method of verification & details of contact. **NO** names, only confirming statements.*

**FIRST STUDENT**

Date:

9/16/21

Details:

Spoke w/ Mom

**SECOND STUDENT**

Date:

9/16/21

Details:

Spoke w/ Grandma

**ADDRESS VERIFICATION**

**FIRST STUDENT**

Current Address Verified:



Yes



No

New Address:



Yes



No

**SECOND STUDENT**

Current Address Verified:



Yes



No

New Address:



Yes



No

Completed By Signature:

Completed By Printed:

Courtney Rausch

Date:

9/16/21

Director Signature:

Director Printed:

Cheryl Elliott

Date:

9/16/21



# Summit Academy SCHOOLS

## MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL

Month and Year:

October 2021

Official School Name:

Summit Academy Mid CO

*Each community school is required to perform annual and monthly residency verification checks pursuant to law and the Board's policies. The Board is required to review these forms at each meeting.*

### ANNUAL PROOF OF RESIDENCY IN FILE

*Note date and type of proof submitted to the school.*

#### FIRST STUDENT

Date:

10/25/21

Type:

Gas Bill

#### SECOND STUDENT

Date:

10/25/21

Type:

Gas Bill

### MONTHLY VERIFICATION

*Note method of verification & details of contact. NO names, only confirming statements.*

#### FIRST STUDENT

Date:

10/25/21

Details:

Spoke to Dad

#### SECOND STUDENT

Date:

10/25/21

Details:

Spoke to Mom

### ADDRESS VERIFICATION

#### FIRST STUDENT

Current Address Verified: ☒ Yes ☐ No

New Address: ☒ Yes ☐ No

#### SECOND STUDENT

Current Address Verified: ☐ Yes ☒ No

New Address: ☐ Yes ☒ No

Completed By Signature:

*[Signature]*

Completed By Printed:

Callenay Hausch

Date:

10/25/21

Director Signature:

*[Signature]*

Director Printed:

Cheryl Elliott

Date:

10/25/21

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GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

RESOLUTION APPROVING SCOTT PITTMAN AS FISCAL OFFICER

WHEREAS, the Governing Authority of the School has entered an operator agreement with Summit Academy Management ("SAM"); and

WHEREAS, among other things, the Operator Agreement specifies that SAM will provide a Fiscal Officer; and

WHEREAS, pursuant to R.C. 3314.05, the Governing Authority of the School has adopted a resolution waiving the requirement that it is the party responsible for employing or contracting with the designated Fiscal Officer and has approved Michael Boland, of SAM, to be the School's designated Fiscal Officer; and

WHEREAS, Mr. Boland passed away suddenly and unexpectedly; and

WHEREAS, SAM has engaged the services of Scott Pittman, a licensed treasurer, to serve as the Fiscal Officer, and the Governing Authority desires to approve Mr. Pittman as the School's Fiscal Officer effective September 20, 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Authority that:

Section 1: The Governing Authority waives the requirement that it is the party responsible for employment or contracting with the designated Fiscal Officer.

Section 2: Pursuant to R.C. 3314.05(A) and effective September 20, 2021, the Governing Authority approves Mr. Scott Pittman to be its designated Fiscal Officer.

Section 3: It is hereby found and determined that all formal actions of this Governing Authority concerning and relating to the adoption of this resolution were adopted in an open meeting of the Governing Authority, and that all deliberations of this Governing Authority and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and any amendments thereto.

Signed:

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Governing Authority President/Representative

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GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

RESOLUTION APPROVING DAVID HOSKIN AS FISCAL OFFICER

WHEREAS, the Governing Authority of the School has entered an operator agreement with Summit Academy Management ("SAM"); and

WHEREAS, among other things, the Operator Agreement specifies that SAM will provide a Fiscal Officer; and

WHEREAS, pursuant to R.C. 3314.05, the Governing Authority of the School has adopted a resolution waiving the requirement that it is the party responsible for employing or contracting with the designated Fiscal Officer and has approved Michael Boland, of SAM, to be the School's designated Fiscal Officer; and

WHEREAS, Mr. Boland passed away suddenly and unexpectedly; and

WHEREAS, SAM has engaged the services of David Hoskin, a licensed treasurer, to serve as the Fiscal Officer, and the Governing Authority desires to approve Mr. Hoskin as the School's Assistant Fiscal Officer effective October 6, 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Authority that:

Section 1: The Governing Authority waives the requirement that it is the party responsible for employment or contracting with the designated Fiscal Officer.

Section 2: Pursuant to R.C. 3314.05(A) and effective October 6, 2021, the Governing Authority approves Mr. David Hoskin to be its designated Fiscal Officer.

Section 3: It is hereby found and determined that all formal actions of this Governing Authority concerning and relating to the adoption of this resolution were adopted in an open meeting of the Governing Authority, and that all deliberations of this Governing Authority and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code and any amendments thereto.

Signed:

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Governing Authority President/Representative





GOVERNING AUTHORITY RESOLUTION  
November 10, 2021

Resolved, the Governing Authority hereby approves the attached Five-Year Forecast (October Submission) and directs the management company to submit it to the School's Sponsor and the Ohio Department of Education.

Signed:

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Governing Authority President/Representative

## School Name: Summit Academy Middle School - Columbus

## Statement of Receipt, Disbursements, and Changes in Fund Cash Balances

## For the Fiscal Years Ended 2019 through 2021, Actual and

## the Fiscal Years Ending 2022 through 2026, Forecasted

	Actual			Forecasted			
	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
<b>Operating Receipts</b>							
State Foundation Payments (3110, 3211)	\$ 740,871	\$ 760,980	\$ 615,444	\$ 570,154	\$ 678,581	\$ 685,367	\$ 692,220
Charges for Services (1500)							
Fees (1600, 1700)	1,470	2,680	1,516	1,750	1,873	1,891	1,910
Other (1830, 1840, 1850, 1860, 1870, 1890, 3190)	125,533	87,360	11,680	46,407	68,422	69,107	69,798
<b>Total Operating Receipts</b>	<b>\$ 867,874</b>	<b>\$ 851,020</b>	<b>\$ 628,640</b>	<b>\$ 618,311</b>	<b>\$ 748,876</b>	<b>\$ 756,365</b>	<b>\$ 763,928</b>
<b>Operating Disbursements</b>							
100 Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200 Employee Retirement and Insurance Benefits							
400 Purchased Services	873,452	1,100,310	836,039	774,811	920,777	948,400	976,852
500 Supplies and Materials	51,849	25,170	39,976	43,082	41,220	42,456	43,730
600 Capital Outlay - New	37,001	3,060	1,647	37,239	20,329	20,939	21,567
700 Capital Outlay - Replacement							
800 Other	1,562	7,772	4,012	1,920	3,931	4,049	4,170
819 Other Debt							
<b>Total Operating Disbursements</b>	<b>\$ 963,864</b>	<b>\$ 1,136,312</b>	<b>\$ 881,674</b>	<b>\$ 857,052</b>	<b>\$ 986,257</b>	<b>\$ 1,015,844</b>	<b>\$ 1,046,320</b>
Excess of Operating Receipts Over (Under)							
Operating Disbursements	\$ (95,990)	\$ (285,292)	\$ (253,034)	\$ (238,741)	\$ (237,381)	\$ (259,480)	\$ (282,391)
<b>Nonoperating Receipts/(Disbursements)</b>							
Federal Grants (all 4000 except fund 532)	\$ 195,842	\$ 285,292	\$ 263,115	\$ 193,870	\$ 236,875	\$ 239,244	\$ 241,636
State Grants (3200, except 3211)							
Restricted Grants (3219, Community School Facilities Grant)							
Donations (1820)							
Interest Income (1400)							
Debt Proceeds (1900)							
Debt Principal Retirement							
Interest and Fiscal Charges	(9,313)						
Transfers - In							
Transfers - Out							
<b>Total Nonoperating Revenues/(Expenses)</b>	<b>\$ 186,529</b>	<b>\$ 285,292</b>	<b>\$ 263,115</b>	<b>\$ 193,870</b>	<b>\$ 236,875</b>	<b>\$ 239,244</b>	<b>\$ 241,636</b>
Excess of Operating and Nonoperating Receipts							
Over/(Under) Operating and Nonoperating							
Disbursements	\$ 90,539	\$ -	\$ 10,081	\$ (44,871)	\$ (506)	\$ (20,236)	\$ (40,755)
Fund Cash Balance Beginning of Fiscal Year	\$ -	\$ 90,539	\$ 90,539	\$ 100,620	\$ 55,749	\$ 55,243	\$ 35,007
Fund Cash Balance End of Fiscal Year	\$ 90,539	\$ 90,539	\$ 100,620	\$ 55,749	\$ 55,243	\$ 35,007	\$ (5,748)

**Assumptions**

	Actual			Forecasted			
	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
<b>Staffing/Enrollment</b>							
Total Student FTE	55	54	44	41	41	42	41
Instructional Staff	11.00	6.50	6.50	6.50	6.50	6.50	6.50
Administrative Staff	5.00	3.50	1.25	1.25	1.25	1.25	1.25
Other Staff	1.00	1.80	0.50	1.00	1.00	1.00	1.00
<b>Purchased Services</b>							
Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	15,056.00	10,496.00	19,460.00	23,355.00	17,605	18,133	18,677
Other Facility Costs	15,145.00	42,147.00	57,293.00	54,175.00	43,456	44,759	46,102
Insurance	9,041.00	2,111.00	2,500.00	2,750.00	4,224	4,350	4,481
Management Fee	128,777.00	300,790.00	124,890.00	253,294.00	207,996	214,236	220,663
Sponsor Fee	9,882.00	19,026.00	13,435.00	13,455.00	14,368	14,799	15,243
Audit Fees	6,500.00	5,546.00	5,500.00	5,750.00	5,999	6,179	6,364
Contingency							
Transportation	8,233.00						
Legal							
Marketing	546.00						
Consulting							
Salaries and Wages	423,377.00	417,091.00	347,497.00	220,314.00	362,632	373,511	384,716
Employee Benefits	152,757.00	120,724.00	101,693.00	92,592.00	120,450	124,063	127,785
Special Education Services							
Technology Services							
Food Services	37,629.00	27,468.00	1,516.00	25,697.00	23,770	24,483	25,217
Other	66,509.00	154,911.00	162,255.00	83,429.00	120,279	123,888	127,604
<b>Total</b>	<b>\$ 873,452.00</b>	<b>\$ 1,100,310.00</b>	<b>\$ 836,039.00</b>	<b>\$ 774,811.00</b>	<b>\$ 920,777.00</b>	<b>\$ 948,400.31</b>	<b>\$ 976,852.32</b>
<b>Financial Metrics</b>							
Debt Service Payments	\$ 9,313	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service Coverage	10.72	0.00	0.00	0.00	0.00	0.00	0.00
Growth in Enrollment	0.00%	-1.82%	-19.22%	-6.85%	0.91%	2.44%	-2.38%
Growth in New Capital Outlay	0.00%	-91.73%	-46.18%	2161.02%	-45.41%	3.00%	3.00%
Growth in Operating Receipts	0.00%	-1.94%	-26.13%	-1.64%	21.12%	1.00%	1.00%
Growth in Non-Operating Receipts/Expenses	0.00%	52.95%	-7.77%	-26.32%	22.18%	1.00%	1.00%
Days of Cash	0.00	0.08	0.10	0.12	0.06	0.05	0.03

**Assumptions Narrative Summary**

Fiscal Year 2022-2026 Projected Debt					
Description	Beginning Year Balance	Principle Retirement	Interest Expense	Ending Year Balance	Debtor/ Creditor
FTE Review	\$ -	\$ -	\$ -	\$ -	
Loan A	\$ -	\$ -	\$ -	\$ -	
Loan B	\$ -	\$ -	\$ -	\$ -	
Line of Credit	\$ -	\$ -	\$ -	\$ -	
Notes, Bonds	\$ -	\$ -	\$ -	\$ -	
Capital Leases	\$ -	\$ -	\$ -	\$ -	
Payables (Past Due 180+ days)	\$ -	\$ -	\$ -	\$ -	
Total	\$ -	\$ -	\$ -	\$ -	

FY19 & FY20 amounts are taken directly from previous 5-Year Forecasts

FY21 amounts are based on the FY21 YTD June Financials

FY22 amounts are based on the FY22 budget.

The school classifies federal and state grant reimbursements as nonoperating receipts; however, the disbursements related to these receipts are classified as operating disbursements. This gives the appearance disbursements exceed receipts until the nonoperating receipts (federal and state grants) are considered.

Operating and non-operating revenues for FY23 through FY26 are based on a 1% projected increase year-over-year.

Operating and non-operating expenses for FY23 through FY26 are based on a 3% increase in year-over-year.

The school has no debt.

Purchased services include salaries and wages, as all employees for the school are employees of the management company.

The management company for the school is Summit Academy Management and the Management Agreement is 100% pass-through.

The Treasurer for the school is Scott Pittman

Franklin

Fiscal Year  
2026

\$	699,143
\$	1,929
\$	70,496
\$	771,568
\$	-
	1,006,158
	45,042
	22,214
	4,296
\$	1,077,709
\$	(306,142)
\$	244,053
\$	244,053
\$	(62,089)
\$	(5,748)
\$	(67,837)

	Fiscal Year 2026

	42
	6.50
	1.25
	1.00
\$	-
	19,237
	47,485
	4,615
	15,700
	6,555
	396,258
	131,619
	25,974
	131,432
\$	1,006,157.89
	-
\$	-
	0.00
	2.44%
	3.00%
	1.00%
	1.00%
	-0.01

**SUMMIT ACADEMY MANAGEMENT**

2791 Mogadore Road | Akron, Ohio 44312

**I. Curriculum**

We started the school year off with a series of professional development opportunities for all Summit staff. This included a District Leadership Team meeting with principals and administrative assistants, orientation training for new staff, and a training session for instructional coaches. The curriculum team also led a 2-day virtual conference for all staff. There were a variety of topics offered from multiple SAM departments. The training sessions were recorded for those that could not attend. The curriculum team did a great job of organizing the event and provided useful information to our staff. Part of the all-staff training was the introduction of the Reading Framework Year 2 initiative. This is a three-year plan created by the curriculum team to ensure that the science of reading is being implemented with fidelity. All schools created a Reading Framework Action Plan, outlining the goals and action steps to ensure that reading instruction is taught across all grade levels and content areas. Jessica Hahn is joining the curriculum team to lead the implementation of the Reading Framework Initiative.

Additionally, the Ohio Department of Education has introduced the Ohio Teacher Evaluation System (OTES), 2.0. All school principals were required to recertify in alignment to the new requirements. The updated model includes the analysis of high-quality student data aligned to student needs. There is also a Professional Growth Plan (PGP) that asks teachers to complete a self-assessment that identifies strengths and areas for growth to be discussed throughout the school year. The PGP offers individualized professional growth to our staff. The curriculum team is supporting schools through this process. With OTES 2.0 in place, the curriculum team (led by Mari Dew) created an instructional coach feedback system that is aligned to the Ohio Teacher Standards and mirrors the OTES 2.0 framework.

The curriculum team is also supporting the completion of sponsor required Performance and Academic goals. This requires our building leaders to review and analyze their state report card data and school specific data to identify the progress expected by our students and staff. An important piece of data we use consistently, district wide is Renaissance Star assessments for both reading and math, K to 12. Students are benchmarked three times each year and the data is tracked by both school personnel and district team members. After fall benchmarking for reading, 16.7% of students are at/above benchmarking, 11.3% are on watch, 19.7% require intervention, and 52.3% require urgent intervention. In math, 17.4% of students are at/above benchmarking, 12.3% are on watch, 24.1% need intervention, and 46.2% require urgent intervention. This data confirms the need to continue our implementation of the multi-tiered system of supports (MTSS) instructional framework. This model requires teaching staff to provide core instruction aligned to the Ohio Learning Standards to all students and intervention aligned to the students' foundational deficits. The curriculum team and special education team have been in collaboration on the implementation of this framework providing professional development and support.

**II. Human Resources****HR Department Staffing**

- We extended an offer of employment for HR Generalist to replace a position vacated in August. The new employee is an internal candidate and she will be transitioning from her current position through 11/15/21 when she will be promoted.
- We are screening candidates for a Receptionist/Assistant and hope to have this position filled by 12/1/21.

**Recruiting**

- Our challenges hiring are consistent with what's happening nationwide. We have enhanced our recruiting efforts with direct subscriptions to job boards and posting sites. There are currently 90 positions open throughout the organization.

**Health Benefits**

- We switched carriers from Medical Mutual of Ohio to Anthem and open enrollment was completed in mid-September.

#### **Workers' Compensation**

- Our claims experience is increasing due to student behaviors that are leading to injury. It's too early in the school year to predict a total number; future updates will provide additional information.

#### **HR School Support Efforts**

- In October and November, the HR Department will visit at least of seven schools. Our goal for the current school year is to visit each building three times. HR associates are reaching out to see how we can be of assistance with employee motivation and support. The HR Generalists will implement a weekly call program to talk with every building director at least weekly (this will begin in November).

### **III. Facilities**

#### **Akron Middle/Secondary**

- New parking lot
- Exterior brick wall repaired and partially replaced at Akron Middle/Secondary

#### **Parma**

- New roof project has been completed

Several schools received new air conditioning units both portable and permanent.

#### **Columbus Schools**

- Exterior/interior cameras were installed along with impact resistant tinting on exterior windows

### **IV. Finance**

Summit Academy Management welcomes David Hoskin as assistant treasurer and Logan Keefe as staff accountant to its Finance Department.

Hoskin comes to Summit Academy with 17 years of experience collectively as the Treasurer/ Chief Financial Officer for major school districts including Brooklyn City School, Ravenna City Schools and Cuyahoga Falls City Schools. He launched his career as the treasurer for Newbury Local Schools where he served in that role for more than eight years. Prior to his roles as a Treasurer/CFO he served 10 years as an Executive Director for a multi-state media company.

Logan Keefe joins Summit Academy after recently earning his Ohio Department of Education School Treasurer License. He is a two-time graduate of The University of Akron where he earned a Bachelor of Science and Master of Science, both in mathematics.

### **V. Food Program**

Pandemic EBT funds will continue for any students who are quarantined due to COVID-19. This program continues to provide funds for any days the student may have missed the opportunity to receive school breakfast and lunch. Disbursement of funds will be coming in the next month. This program will continue through May 2022.

All school will continue to receive free lunches through the "Seamless Summer Option" for the 2022 school year due to the pandemic. This has been especially helpful to our Cincinnati THS school who normally provides free lunch only to those who qualify. We thank USDA for this opportunity to serve more of our students.

On a related note, Gretchen will be transitioning out of her role as Food Service Coordinator and moving into Human Resources as a Generalist. She will continue her duties as FSC in the next few months.

If you have any questions or concerns, please reach out to me at  
[Gretchen.berndt@summitacademies.org](mailto:Gretchen.berndt@summitacademies.org)