



---

Governing Authority Regular Meeting  
Location: 1461 Moncrest Dr. N.W., Warren, OH 44485  
January 5, 2023 | 5:30PM

---

## Agenda

### 1. Call to Order/Roll Call

- Joseph Gagliano, President
- Amber Bodrick, Vice President
- Kendra Godiciu, Secretary
- Nicole Forte
- Eric Jones

### 2. Approval of Agenda

### 3. Approval of Minutes

- Regular Meeting – October 5, 2022

### 4. General Action Items

- Resolution and Annual Review Health and Safety Policies
- Resolution and Sponsor Contract Modification
- Resolution Fixed Assets Policy/Title I and Federal Grants Assets Policy
- Resolution and Revised Career Advising Policy
- Resolution and Monthly Residency Verifications – October and November 2022

### 5. Financial Reports and Action Items

- Financial Report - September and October 2022

### 6. Reports

- School Report
- Management Company Report
- Committee Reports: Subcommittee/Ambassador/Other
- Sponsor Report

### 7. Other Business

- Report on Incidences of Bullying and Preventative Practices

### 8. Public Participation

- *Public Participation is Limited to 20 minutes. Any individual wishing to address the Governing Authority must register with the Secretary prior to the meeting. Upon recognition by the presiding officer, comments are limited to two minutes.*

### 9. Adjournment

---

Regular Meeting Minutes | October 5, 2022 | 5:30PM  
Location: 2106 Arbor Ave. S.E., Warren, OH 44484  
Approved on January 5, 2023

**Governing Authority Members Present/Absent:**

- |                                 |                |
|---------------------------------|----------------|
| • Joseph Gagliano, President    | Present/Absent |
| • Amber Bodrick, Vice President | Present/Absent |
| • Kendra Godiciu, Secretary     | Present/Absent |
| • Nicole Forte                  | Present/Absent |
| • Eric Jones                    | Present/Absent |

**Administrative Support Personnel Present:**

- Allison Glass, Director
- Heather Singer, Executive Director of Curriculum and Instruction
- David Hoskin, Assistant Treasurer
- Amy Cole, Vice President of Human Resources
- Jacci Gilliland, Director of School/Sponsor Relations and Compliance

**Sponsor Representative Present:**

- DeAnna Hardwick, ESC of Lake Erie West

---

**Minutes**

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

- Mr. Gagliano called the meeting to order at 6:29 PM and called the roll.

**2. Approval of Agenda**

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

**3. Approval of Minutes**

- Mr. Jones moved that the Minutes of the Regular Meeting held on August 11, 2022 be approved. The motion was seconded and carried unanimously.

**4. General Action Items**

- Ms. Bodrick moved that the Resolution and School's Annual Report be approved. The motion was seconded and carried unanimously.
- Ms. Godiciu moved that the Resolution and 2022-2023 Reading Improvement Plan be approved. The motion was seconded and carried unanimously.
- Mr. Jones moved that the Resolution and Monthly Residency Verifications for August and September 2022 be approved. The motion was seconded and carried unanimously.

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

---

- Mr. Hoskin presented the Treasurer's Report and Financials.
- Ms. Godiciu moved that the Treasurer's Report and Financials for July and August 2022 be approved. The motion was seconded and carried unanimously.
- Ms. Forte moved that the October Submission of the Five-Year Forecast be approved. The motion was seconded and carried unanimously.

6. Reports

---

- Ms. Glass presented the School Report. The after-school tutoring program has started. Ms. Glass reviewed the 11.6 goals for the School and discussed recent and upcoming events. She invited the Governing Authority to attend a Coffee with the Principal event happening this month.
- Ms. Cole presented the Management Company Report. She referred the Governing Authority to the written report. Ms. Cole highlighted Human Resources updates and Health and Safety activities taking place.
- Ms. Hardwick presented the Sponsor Report. She stated that October is school safety month and provided an overview of School Safety grants that are available. She reminded the Governing Authority of the book club professional development opportunity and reviewed recent site visits. The sponsors monthly financial review showed no red flags.

7. Other Business

---

- None

8. Public Participation

---

- None

9. Adjournment

---

- Mr. Gagliano adjourned the meeting at 6:40 PM.

Signed:

---

Governing Authority President/Secretary/Presiding Member



# Educational Service Center of Lake Erie West Community Schools Center

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

**School Name:** SA Warren El & MS/Sec

**Month:** October

Presented by:	DeAnna N. Hardwick, RTAE ESCLEW Community Schools	In Person
Governing Authority Highlights / Important updates from ESCLEW	Governing Authority Update	
	<p><b>Is your School Safe?</b>  <i>School Safety Questions for School Stakeholder Reflection</i></p> <ol style="list-style-type: none"> <li>1) Does the school have a current safety plan and to what extent is it being implemented, monitored, and updated as needed?</li> <li>2) Does the school have a trained team assigned specifically to student safety?</li> <li>3) Are there anonymous reporting and response procedures where students, staff, and families can report concerning behaviors or potential threats?</li> <li>4) Do students know how to report suspicious incidents?</li> <li>5) What safety-related programs currently exist within the school?</li> <li>6) Is there enough of an effort towards prevention of safety challenges – Are students taught safety procedures? Are there anti-bullying programs in place? Are troubled students quickly referred to professionals who can help them?</li> <li>7) How many school counselors, school psychologists, school social workers, and school nurses does the school have?</li> <li>8) What type of physical security measures are in place?</li> <li>9) What recent safety improvements has the school made?</li> <li>10) What drills are in place to help students and staff respond to emergencies?</li> <li>11) How are families notified if there is a school safety threat or incident?</li> <li>12) Do all classroom and office doors lock?</li> </ol> <p>Please visit the ESCLEW School Safety Compliance Requirements LiveBinder for more information on school safety and compliance. Access Key: safety</p> <p><b>Ohio School Safety Grant Program</b></p> <p>Governor DeWine recently announced the Ohio K-12 School Safety Grant Program is now accepting applications for \$53 million in grant funding.</p> <p>Funding would cover expenses for physical security enhancements including security cameras, public address systems, automatic door locks, visitor badging systems and exterior lighting.</p> <p>Please visit the website below for more information on how to apply or reapply if you applied in 2021 and did not receive funding. The deadline to apply is October 3rd.  <a href="https://ofcc.ohio.gov/Services-Programs/Grants/Ohios-K-12-School-Safety-Grant-Program">https://ofcc.ohio.gov/Services-Programs/Grants/Ohios-K-12-School-Safety-Grant-Program</a></p> <p><b>October 2022</b>  <i>2022 Fall Governing Authority Training</i>  <i>Sunshine Laws and Open Meetings with Adam Schira</i></p>	



# Educational Service Center of Lake Erie West Community Schools Center

Please join us on Saturday, October 22nd from 9:00am—11:30am. This training will meet the requirements of House Bill 2. All participants will receive a certificate for the 2022-2023 training requirement. *Please see your email for the flyer and live link to register.*

## ***Ohio Auditor of State, Keith Faber, Offers Live Virtual Certified Public Records Trainings***

This training seminar is in accordance with §109.43 of the Ohio Revised Code requiring Sunshine Law Training for all elected officials and/or their appropriate designees. This seminar satisfies the mandatory CPRT training requirement.

The seminar will cover the responsibilities of those in a governing authority role, along with a review of the rights of the public records requester. The Public Records Act, Open Meetings Act and Records Retention will also be discussed.

- ~ Mandatory three hours
- ~ Attendance requirements to receive a certificate of completion
- ~ Only available at the below listed times
- ~ Virtual training only

Time the same for all training sessions; *see your email for the live link to register.*

10:00 am—1:15 pm

Tuesday, Oct. 25, 2022

Thursday, Oct. 17, 2022

Tuesday, Dec. 6, 2022

## **Governing Authority Update**

*Governing Authority Book Club*

### ***Topic one: The Charter***

Your board exists to make sure the school performs according to it. Governing for Greatness explores ten fundamentals every charter school board member needs to know. The first fundamental is the charter – a performance contract that exists between the school board and the sponsor. In this text and beyond, the word sponsor is interchangeable with the word authorizer and management company is synonymous with operator. With guidance from the sponsor (ESC of Lake Erie West), the charter holder (school board) exercises authority for the school and along with it – assumes accountability for school performance. The charter contract automatically expires on a certain date, and the school's performance on contract goals greatly impacts the ESCLEW board's renewal decisions including length of the renewal term.

### **Charter Contract FAQs**

#### ***♦ How does the school board know what to hold the school accountable for specifically?***

The answer is written in the charter contract. Key areas to examine include Contract Attachment 6.3 Education Plan and Contract Attachment 11.6 Performance Accountability Framework. Board members should be familiar with the Education Plan and its implementation at the school. Attachment 11.6 goals address academics, nonacademics (fiscal and organizational/operational), and legal compliance over the contract term – including a goal for governing authority performance. Additionally, Ohio School Report Cards were released on September 15th using stars instead of letter grades to rate school performance in several categories. How many stars did your school receive?



# Educational Service Center of Lake Erie West Community Schools Center

	<p>Board members will receive an Annual Performance Evaluation from ESCLEW in October synthesizing the report card results and comparing them to Contract Attachment 11.6 goals.</p> <p>♦ <b><i>Where can I find these documents?</i></b> Board members may contact their school liaison or their ESCLEW regional representative for help accessing the current charter contract including Attachment 6.3 Education Plan and Attachment 11.6 Performance Accountability Framework. ODE also publishes charter contracts on their website here, but the contract and attachments may not be current. The Ohio School Report Cards are accessible to the public by clicking this link and typing the name of the school in the search bar.</p> <p>♦ <b><i>Where can I find responsibilities and requirements for board members in the charter contract?</i></b> Access the current contract and scroll down through all Contract Modifications to the contract terms. Article II is specific to the Governing Authority including membership requirements, training, meetings, and cooperation with the sponsor. To access a copy of all Ohio community school stakeholder roles and responsibilities, click here. <i>Please see your email for the live links</i></p> <p><b><i>Governing Authority Book Club Challenge</i></b> Read your school's charter contract and answer the questions from Governing for Greatness. 1) What is the name of the organization that sponsors your school(s)? 2) Who is the charter holder? 3) On what date does your school's current charter expire? 4) How many student outcomes are specified in the charter? Does the charter prescribe how they will be measured? see Contract Attachment 11.6 5) How well is your school performing with respect to the outcomes specified in the charter? 6) Does your board utilize any tools for automating compliance tracking and key reporting requirements? 7) Is the charter contract posted on the school's website? 8) Does the charter list any specific grounds for revocation, i.e., termination of the contract before the expiration date? If yes, what are they? Do you have any concerns that your school or board may be violating any of these?</p> <p><b><i>Did You Know?</i></b> School boards must obtain approval from the sponsor prior to taking action on the items below. ♦ Changing founding documents or bylaws ♦ Contracting with a management company ♦ Materially changing the educational program or curriculum (Attachment 6.3) ♦ Building new facilities or changing locations ♦ Adding additional grade levels ♦ Increasing enrollment beyond a specified threshold</p>
Recent Site Visit Highlights	<p><b><i>September 2022 Site Visit Topics Addressed:</i></b></p> <ul style="list-style-type: none"> <li>• Building Walk Through</li> <li>• Emergency Drill Log</li> <li>• Fall Assessments</li> </ul>



# Educational Service Center of Lake Erie West Community Schools Center

	<ul style="list-style-type: none"><li>• Master Instructional Calendar</li><li>• PBIS</li><li>• (Elem Only) Reading Improvement Plan</li><li>• Staff Training for State Assessments</li><li>• TBT Meeting Schedule</li><li>• Testing Calendar</li><li>• Threat Assessment Team Members</li><li>• Strengths</li><li>• Upcoming Events</li><li>• Questions/Concerns</li></ul> <p><b>October 2022 Site Visit Topics Addressed:</b></p> <ul style="list-style-type: none"><li>• Actual Student Enrollment</li><li>• Open positions</li><li>• Building Walk Through</li><li>• Classroom Observations</li><li>• Updated 6.3 Education Plan</li><li>• Emergency Drill Log</li><li>• Fall Diagnostic Assessment Data</li><li>• 11.6 update on draft goals</li><li>• Resident Educator Program</li><li>• Evaluation processes</li><li>• Strengths</li><li>• Upcoming Events</li><li>• Questions/Concerns</li></ul>			
Financial Update	<p>The following areas for August 2022 were reviewed by Linda Moye, ESCLEW Financial Consultant, with Scott Pittman of SAM on September 26, 2022:</p> <ul style="list-style-type: none"><li>➤ Financial Summary Report (cash-basis schools)</li><li>➤ Year-to-Date Actual vs. Budget (Forecast) Report</li><li>➤ Invoices More than 60 Days Past Due (Aging)</li><li>➤ FTE Enrollment</li><li>➤ Transaction Detail Report (FINDET)</li></ul> <p><b>Results:</b> SA Warren EL: No red flags nor concerns SA Warren MS/Sec: No red flags nor concerns</p>			
2022 – 2023 Governing Authority Goal (Attachment 11.6)				
MS/Sec Goal	TBD			
MS/ Sec Evidence	TBD			
El Goal	TBD			
El Evidence	TBD			
El Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	Exceeded <input type="checkbox"/>



# Educational Service Center of Lake Erie West Community Schools Center

MS/Goal Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	Exceeded <input type="checkbox"/>
------------------	--------------------------------------	--	-----------------------------------	-----------------------------------

Other Items Discussed:	Required annual training for Sunshine Laws coming up Oct. 22 via live Zoom. Please check your email from DeAnna along with flyer.  Book Study for Board Members has begun! Have you checked your email?  All principals will share final thoughts to establish new 11.6 board goals.  School Report Cards were released September 15
Any questions asked by the Governing Authority for the Sponsor?	NA
Follow up provided:	NA



## Governing Authority Resolution January 5 , 2023

Resolved, the Governing Authority has conducted its 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
- OHSA/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:

---

Governing Authority President/Secretary/Presiding Member



---

## Governing Authority Resolution January 5, 2023

Whereas, the School's sponsor has asked the Governing Authority to approve the attached contract modification; and,

Whereas, Amy Goodson, Esq., has reviewed the modification on behalf of the Governing Authority; Therefore, Be it

Resolved, the Governing Authority approves the attached sponsor contract modification.

Signed:

---

Governing Authority President/Secretary/Presiding Member

**MODIFICATION NO. 7**  
**TO OHIO COMMUNITY SCHOOL CONTRACT**  
**BY and BETWEEN**  
**Educational Service Center of Lake Erie West (“Sponsor” or “ESCLEW”)**  
**AND**  
**Summit Academy Community School – Warren (“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, 2017; 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.** In the first sentence of the section add “3313.6026,” “3319.318,” “3319.393,” and “5502.703” in the appropriate numerical order. The rest of Section 4.1 remains as originally written in the Contract.
- 2. Article IX, Section 9.7.**
  - a. In the first sentence of the section remove “two and a half percent (2.5%)” and insert “two point seventy-five percent (2.75%)” in its place.
  - b. In the first sentence of the second paragraph of the section remove “two and a half percent (2.5%)” and insert “two point seventy-five percent (2.75%)” in its place.
  - c. The rest of Section 9.7 remains as originally written in the Contract.
- 3. Article XI, Section 11.5.**
  - a. In the first sentence of the section remove “seven (7)” and insert “eight (8)” in its place.
  - b. In the first sentence of the section remove “June 30, 2024” and insert “June 30, 2025” in its place.
  - c. The rest of Section 11.5 remains as originally written in the Contract.
- 4. Attachment 6.3** shall be replaced in its entirety with the attached.
- 5. Attachment 11.6** shall be replaced in its entirety with the attached.

[Signature on Following Page]

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**

**Governing Authority of  
Summit Academy Community School -  
Warren**

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

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

Its: Superintendent

Its: President

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

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

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

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



---

## Governing Authority Resolution January 5, 2023

Resolved, the Governing Authority hereby approves the attached Fixed Assets/Title I and Federal Grants Assets Policy and makes it effective retroactively to July 1, 2022.

Signed:

---

Governing Authority President/Secretary/Presiding Member

## Policy

### **Fixed Assets/Title I and Federal Grant Assets**

#### **I: Purpose**

The School's Fixed Asset/Title I and Federal Grant Assets policy establishes a fixed asset accounting system that, if followed, will ensure that the School properly handles and disposes of assets, including those assets obtained with Title I grant monies and other federal grant awards, and contains sufficient data to permit:

- A. The preparation of fiscal year-end financial statements in accordance with Generally Accepted Accounting Principles (GAAP);
- B. Adequate insurance coverage; and
- C. Control, accountability and security.

#### **II. Classifications of Fixed Assets.**

Fixed assets shall be classified as either: equipment, supplies, furniture, leased fixed assets, or real property.

#### **III. Criteria for Fixed Asset Capitalization and Valuation**

An item is a Fixed Asset if it has a useful life of two (2) years or more and the cost of the asset is greater than \$5,000.00 or is a leased asset with a purchase price of greater than \$5,000.00.

Fixed Assets are to be valued at historical cost or, if that amount is not practicably determined, at estimated historical cost. Improvements should be capitalized and recognized as expense (i.e., depreciation or amortization) over the estimated useful life of the improvement. The cost of repairs and maintenance must be reported as an expense of the period in which incurred. The Treasurer shall determine the estimated historical cost. Donated Fixed Assets shall be valued at the donor's estimated fair market value at the time of gifting.

Depreciation in value of a Fixed Asset will be calculated using straight-line depreciation. The estimated life of a fixed asset shall follow Association of School Business Officials (ASBO) guidelines.

#### **IV. Management of Fixed Assets**

The School shall conduct a physical inventory of its fixed assets at least every two years. The results of the physical inventories must be reconciled with the property records.



The School shall develop a control system to safeguard against loss, damage, or theft of fixed assets. The School shall investigate any loss, damage, or theft of any fixed asset. To the greatest extent possible, the School shall also maintain effective internal controls and safeguard all computing devices and assure that such devices are used solely for authorized purposes.

In order to prevent loss or theft of School property, all fixed assets (other than real property) will have a School fixed asset sticker indicating the School's ownership.

The School shall maintain its fixed assets in order to keep them in good condition and working order.

A. The following information shall be maintained for all fixed assets:

1. Description of the asset
2. Title Information
3. Serial number if applicable
4. Classification
5. Location, Use, and Condition
6. Purchase Price and Percentage of Federal Participation
7. Vendor
8. Date Purchased
9. Percent of Federal Funds used for Purchase or Lease, if applicable
10. Accumulated Depreciation
11. Date and Method of Disposal and Sale
12. Price Records Generated by Physical Inventories

## **V. Acquisition of Fixed Assets**

A. Real Property Acquired with Title I or Other Federal Grants.

Real property acquired with federal Title I or other federal grant monies received by the School shall be titled in the name of the School.

Except as otherwise provided by federal law or by the federal awarding agency, real property acquired with federal Title I or other federal grant monies shall be used for the purposes authorized by the grant(s). The School shall not dispose of or encumber its title or other interest in any real property acquired with federal Title I or other federal grant monies so long as the real property is needed for the originally authorized purpose.

B. Equipment Acquired with Title I or Other Federal Grants.

Equipment acquired with federal Title I or other federal grant monies received by the School shall be titled in the name of the School.



For as long as needed, the School shall use equipment acquired with federal Title I or other federal grant monies in the program or project for which it was acquired, whether or not the project or program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when it is no longer needed for the program or project for which it was acquired. The School shall give priority to activities under a federal award from the same agency then to activities under a federal award from other federal agencies.

The School can use equipment acquired with Title I or other federal grant monies on other projects or programs that are currently or were previously supported by the federal government provided that such use will not interfere with the program or project for which the equipment was acquired. First preference should be given to other programs or projects supported by the agency that awarded the grant monies.

The School shall not use the equipment acquired with federal Title I or other federal grant monies to provide services for a fee that is less than private companies charge for equivalent services.

The School shall obtain the approval of the awarding agency if required by the federal award before it (1) uses equipment acquired with federal Title I or other federal grant monies as a trade-in to acquire equipment to replace the old equipment, or (2) sells the old equipment and uses the sale proceeds to offset the cost of the replacement equipment.

C. Supplies Acquired with Title I or Other Federal Grants.

Supplies acquired with federal Title I or other federal grant monies received by the School shall be titled in the name of the School.

The School shall not use the supplies acquired with federal Title I or other federal grant monies to provide services for a fee that is less than private companies charge for equivalent services.

D. Equipment Furnished by Federal Agency.

The School shall ensure that the equipment remains titled in the name of the Federal Government. The School shall follow the rules and procedures of the federal agency for managing the property.

**VI. Disposal of Fixed Assets**

The School shall establish and follow procedures to ensure that it receives the overall best possible return, if it sells any fixed asset. An independent valuation or market comparison may be used, among any other reasonable method of valuation.



A. Fixed Assets Not Acquired with Title I or Federal Grant Funds.

Fixed assets that were not acquired in whole or part with federal grant monies will be disposed in a manner approved by the Governing Authority of the School. Upon recommendation of the Principal or Treasurer, such Board resolution shall designate the materials, equipment, supplies or other assets as obsolete, excess or unusable, and shall identify the assets, and may sell, donate or lawfully dispose of them. Any proceeds shall be put in the general fund.

B. Real Property Acquired with Title I or Federal Grant Funds.

When real property acquired with federal grant monies is no longer used for the originally authorized purpose(s), the School shall dispose of such property pursuant to instructions provided by the awarding agency.

C. Equipment and Supplies Acquired with Title I or Federal Grant Funds.

The School may retain, sell, or otherwise dispose of equipment acquired with federal funds. However, the School shall contact the awarding agency for disposition instructions before it sells any equipment with a per unit value of greater than \$5,000 because the awarding agency may have a right to a portion of the proceeds of the sale. State law may dictate the procedures that must be followed or otherwise place restrictions on the ability of the School to sell the property.

D. Disposal of Equipment Provided by a Federal Agency.

The School shall only dispose of federal equipment pursuant to instructions provided by the federal agency that provided the equipment, or should the assets or equipment be under a value or value per unit as applicable under the rules of the federal agency, then the School may dispose of the equipment or asset as if it was not acquired with federal grant funds.

References:  
2 C.F.R. 200



---

## Governing Authority Resolution January 5, 2023

Resolved, the Governing Authority hereby approves the revised Career Advising Policy, as attached.

Signed:

---

Governing Authority President/Secretary/Presiding Member



## Policy – Career Advising

This policy on career advising is reviewed at least once every two years and made available to students, parents, guardians and custodians, local post-secondary institutions, and residents. The policy is posted in a prominent location on the School's website.

### I. Plan for Career Advising

The School's plan for career advising includes providing:

- A. Grade-level examples that link students' schoolwork to one or more career fields by implementing the career connections learning strategies offered by the Ohio Department of Education.
- B. Career advising to students in grades 6-12, which includes meeting with each student at least once annually to discuss academic and career pathway opportunities.
- C. Additional interventions and career advising for students who are identified as "at-risk" of dropping out of school. These include:
  1. Identifying students who are at-risk of dropping out of school using a local research-based method with input from teachers, school counselors, and other appropriate school staff.
  2. Developing a student success plan for each at-risk student that addresses both the student's academic and career pathway to successful graduation and the role of career-technical education, competency-based education, and experiential learning, when appropriate.
    - a. Before the School develops a student's success plan, staff will invite the student's parent, guardian or custodian to assist. If that adult does not participate in the plan development, the School will provide the adult a copy of the plan, a statement of the importance of a high school diploma and a listing of the pathways to graduation available to the student.
    - b. Following development of the plan, staff will provide career advising to the student that is aligned to the success plan and this policy.
- D. Training for staff on how to advise students on career pathways, including use of the tools available on the Ohio Means Jobs website and other online sources provided by the School.
- E. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-



recognized credentials and postsecondary course credit through college credit plus.

- F. Information on courses that can award students both traditional academic and career-technical credit including, but not limited to, the School's policy on credit flexibility and instructions for students on how to access educational options.
- G. Documentation on career advising for each student and parent, guardian or custodian to review, as well as schools that the student may attend in the future. These include activities that support the student's academic, career and social/emotional development.
- H. The supports necessary for students to successfully transition from high school to their postsecondary destinations, including interventions and services necessary for students who need remediation in mathematics and English language arts.
- I. Information regarding career fields that require an industry-recognized credential, certificate, associate's degree, bachelor's degree, graduate degree, or professional degree.
- J. Students with information about ways a student may offset the costs of a postsecondary education, including programs such as all of the following:
  - 1. The reserve officer training corps;
  - 2. The college credit plus program established under Chapter 3365 of the Revised Code;
  - 3. The Ohio guarantee transfer pathways initiative established under section 3333.168 of the Revised Code; and,
  - 4. Joint academic programming or dual enrollment opportunities required under section 3333.168 of the Revised Code.

## II. Model Student Success Plan

In developing a student's success plan, the School may use or adapt the model student success plan developed by the Ohio department of education. It can be found at:

[https://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Career-Advising-Policy-and-Student-Success-Plan/Model-Student-Success-Plan\\_2017.pdf.aspx?lang=en-US](https://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Career-Advising-Policy-and-Student-Success-Plan/Model-Student-Success-Plan_2017.pdf.aspx?lang=en-US)



---

## Governing Authority Resolution January 5, 2023

Resolved, the Governing Authority hereby approves the Monthly Residency Verifications for October and November 2022.

Signed:

---

Governing Authority President/Secretary/Presiding Member



# Summit Academy SCHOOLS

## MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL

Month and Year: October 2022

Official School Name: Summit Academy Warren Community

*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: September 2022

Type: City of Warren, Water Bill

#### SECOND STUDENT

Date: August 2022

Type: City of Warren, Water Bill

### MONTHLY VERIFICATION

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

#### FIRST STUDENT

Date: October 4, 2022

Details: Confirmed over phone with mom.

#### SECOND STUDENT

Date: October 5, 2022

Details: Confirmed over phone with 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: Patti Smith

Completed By Printed: Patti Smith

Date: 10/5/2022

Director Signature: [Signature]

Director Printed: Allison Glass

Date: 10/5/2022



# Summit Academy SCHOOLS

## MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL

Month and Year: November 2022

Official School Name: Summit Academy Warren Community

*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: September 2022

Type: Ohio Edison

#### SECOND STUDENT

Date: August 2022

Type: Payroll

### MONTHLY VERIFICATION

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

#### FIRST STUDENT

Date: November 1, 2022

Details: Confirmed over phone with mom.

#### SECOND STUDENT

Date: November 1, 2022

Details: Confirmed in person with 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: Patti Smith

Completed By Printed: Patti Smith

Date: 11/1/2022

Director Signature: [Signature]

Director Printed: Allison Glass

Date: 11/1/2022

# Summit Academy

## WARELE

Board Meeting January 5, 2023

### Financial Highlights

	<u>September</u>	<u>October</u>
1. Medicaid	\$67,024.43	\$3,560.35
2. School Lunch/Breakfast	\$0.00	\$20,312.00
3. Federal Grants	\$0.00	\$22,160.00
4. SERS Refund	\$5,200.36	\$0.00

180	FY2023 BUDGET	FYTD	% OF BUDGET
<b>ENROLLMENT</b>			
TOTAL STUDENT FTE (CS FUNDING REPORTS)	104.26	98.44	94%
<b>OPERATIONAL REVENUES</b>			
General Fund Revenue (001)	\$ 1,685,948	\$ 643,079	38%
Capital Improvement Revenue (003)	\$ 47,797	\$ 17,780	37%
Food Services Revenue (006)	\$ 75,625	\$ 31,520	42%
Student Fee Revenue (009)	\$ 4,827	\$ 3,903	81%
Grant Revenue (400's, 500's)	\$ 885,961	\$ 147,776	17%
Other Revenue	\$ -	\$ -	0%
TOTAL OPERATIONAL REVENUE	\$ 2,700,157	\$ 844,059	31%
<b>OPERATIONAL EXPENDITURES</b>			
<b>GENERAL FUND EXPENDITURES</b>			
Personnel Services (Salaries and Wages)	\$ 549,372	\$ 199,477	36%
Fringe Benefits	\$ 135,744	\$ 96,617	71%
Purchased Services - Non-Employees	\$ 159,525	\$ 30,142	19%
Purchased Services - Management Company Fees	\$ 402,516	\$ 94,862	24%
Purchased Services - Sponsorship Fees	\$ 40,500	\$ 15,338	38%
Communications & Utilities	\$ 40,682	\$ 9,134	22%
Equipment Lease (Copiers, Computers, Vehicles, etc.)	\$ 6,124	\$ 1,947	32%
Repairs and Maintenance	\$ 156,562	\$ 37,137	24%
Materials, Supplies, and Textbooks	\$ 26,906	\$ 15,915	59%
Capital Outlay (Equipment, Buses, etc.)	\$ 8,602	\$ -	0%
All Other Objects	\$ 17,500	\$ 14,657	84%
TOTAL GENERAL FUND EXPENDITURES	\$ 1,544,033	\$ 515,226	33%
<b>OTHER EXPENDITURES</b>			
Capital Improvement Expenditures	\$ 12,850	\$ 60,060	467%
Food Services Expenditures	\$ 80,795	\$ 23,008	28%
Student Fee Expenditures	\$ 4,199	\$ -	0%
Grant Expenditures	\$ 914,666	\$ 162,233	18%
Other Expenditures	\$ -	\$ 2,612	0%
TOTAL OTHER EXPENDITURES	\$ 1,012,510	\$ 247,913	24%
<b>TOTALS</b>			
TOTAL OPERATIONAL EXPENDITURES	\$ 2,556,543	\$ 763,139	30%
TOTAL EXCESS OR (SHORTFALL)	\$ 143,614	\$ 80,920	56%
REVENUE PER STUDENT	\$ 25,898	\$ 8,575	
EXPENSE PER STUDENT	\$ 24,521	\$ 7,753	
TOTAL EXCESS OR (SHORTFALL) PER STUDENT	\$ 1,377	\$ 822	



Monthly Financial Report for Warren Community School  
September of Fiscal Year 2023

180	FY2023 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FYTD	% OF BUDGET
<b>ENROLLMENT</b>															
TOTAL STUDENT FTE (CS FUNDING REPORTS)	104.26	95.07	95.07	95.07										95.07	91%
<b>OPERATIONAL REVENUES</b>															
General Fund Revenue (001)	\$ 1,685,948	\$ 129,876	\$ 132,894	\$ 202,132	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 464,902	28%
Capital Improvement Revenue (003)	\$ 47,797	\$ 3,933	\$ 3,933	\$ 3,933	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,800	25%
Food Services Revenue (006)	\$ 75,625	\$ 9,018	\$ 2,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,208	15%
Student Fee Revenue (009)	\$ 4,827	\$ -	\$ 3,027	\$ 326	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,353	69%
Grant Revenue (400's, 500's)	\$ 885,961	\$ 27,434	\$ 98,181	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,615	14%
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OPERATIONAL REVENUE	\$ 2,700,157	\$ 170,262	\$ 240,225	\$ 206,391	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 616,879	23%
<b>OPERATIONAL EXPENDITURES</b>															
<b>GENERAL FUND EXPENDITURES</b>															
Personnel Services (Salaries and Wages)	\$ 549,372	\$ 44,936	\$ 43,021	\$ 21,338	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,294	20%
Fringe Benefits	\$ 135,744	\$ 14,033	\$ 9,323	\$ 24,995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,351	36%
Purchased Services - Non-Employees	\$ 159,525	\$ 1,272	\$ 2,453	\$ 7,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,958	7%
Purchased Services - Management Company Fees	\$ 402,516	\$ 24,399	\$ 23,354	\$ 20,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,013	17%
Purchased Services - Sponsorship Fees	\$ 40,500	\$ 3,345	\$ 3,346	\$ 3,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,372	26%
Utilities (Electric, Gas, Telephone, Internet, etc.)	\$ 40,682	\$ 1,779	\$ 1,891	\$ 2,997	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,667	16%
Equipment Lease (Copiers, Computers, Vehicles, etc.)	\$ 6,124	\$ 487	\$ 487	\$ 487	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,460	24%
Rent / Lease (Building / Facility)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Repairs and Maintenance	\$ 156,562	\$ 9,385	\$ 9,220	\$ 8,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,259	17%
Materials, Supplies, and Textbooks	\$ 26,906	\$ -	\$ 5,513	\$ 8,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,153	53%
Capital Outlay (Equipment, Buses, etc.)	\$ 8,602	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
All Other Objects	\$ 17,500	\$ 6,468	\$ 3,016	\$ 1,965	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,449	65%
TOTAL GENERAL FUND EXPENDITURES	\$ 1,544,033	\$ 106,105	\$ 101,623	\$ 100,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 307,977	20%
<b>OTHER EXPENDITURES</b>															
Capital Improvement Expenditures	\$ 12,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Food Services Expenditures	\$ 80,795	\$ 2,443	\$ 725	\$ 6,799	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,966	12%
Student Fee Expenditures	\$ 4,199	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Grant Expenditures	\$ 914,666	\$ 76,475	\$ 59,998	\$ 56,548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 193,021	21%
Other Expenditures	\$ -	\$ -	\$ (0)	\$ 222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222	0%
TOTAL OTHER EXPENDITURES	\$ 1,012,510	\$ 78,917	\$ 60,723	\$ 63,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,209	20%
<b>TOTALS</b>															
TOTAL OPERATIONAL EXPENDITURES	\$ 2,556,543	\$ 185,022	\$ 162,346	\$ 163,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 511,186	20%
TOTAL EXCESS OR (SHORTFALL)	\$ 143,614	\$ (14,760)	\$ 77,879	\$ 42,573	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,692	74%
REVENUE PER STUDENT	\$ 25,898	\$ 1,791	\$ 2,527	\$ 2,171	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,489	
EXPENSE PER STUDENT	\$ 24,521	\$ 1,946	\$ 1,708	\$ 1,723	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,377	
TOTAL EXCESS OR (SHORTFALL) PER STUDENT	\$ 1,377	\$ (155)	\$ 819	\$ 448	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,112	

\*based on current enrollment\*

<b>CASH</b>															
Cash Balance - Beginning of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Credits		\$ 156,349	\$ 226,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debits		\$ (156,349)	\$ (226,312)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cash Balance - End of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>BANK RECONCILIATION COMPLETED?</b>															
		YES	YES												

<b>FEDERAL FUNDS</b>											
FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET	FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET	FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET
MISC. STATE GRANTS FY22	\$ -	\$ -	0%	TITLE I NEGLECTED FY2022	\$ -	\$ -	0%	IDEA B FY2023	\$ 54,447.60	\$ -	0%
ESSER FY2022	\$ -	\$ -	0%	SOIG FY2022	\$ -	\$ -	0%	TITLE I FY2022	\$ 54,803.72	\$ -	0%
ESSER II FY22	\$ -	\$ 80,303.26	0%	EONC FY22	\$ -	\$ 595.56	0%	TITLE I NEGLECTED FY2023	\$ -	\$ -	0%
ARP ESSER FY22	\$ -	\$ 16,010.75	0%	TITLE IV FY22	\$ -	\$ 1,999.99	0%	EONC FY23	\$ 2,956.28	\$ -	0%
IDEA B FY2022	\$ -	\$ 10,609.12	0%	ECSE FY2022	\$ -	\$ -	0%	TITLE IV FY23	\$ 10,000.00	\$ -	0%
NC SSI FY2022	\$ -	\$ 5,253.02	0%	TITLE IIA FY2022	\$ -	\$ -	0%	ECSE FY2023	\$ 745.15	\$ -	0%
SIG FY2022	\$ -	\$ -	0%	ESSER II FY23	\$ 130,456.01	\$ -	0%	TITLE IIA FY2023	\$ 6,530.98	\$ -	0%
TITLE I FY2022	\$ -	\$ 10,843.72	0%	ARP ESSER FY23	\$ 589,158.40	\$ -	0%		\$ -	\$ -	0%

Total YTD Grant Revenue	\$ 125,615.42
	\$ -



Monthly Financial Report for Warren Community School  
October of Fiscal Year 2023

180	FY2023 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FYTD	% OF BUDGET
<b>ENROLLMENT</b>															
TOTAL STUDENT FTE (CS FUNDING REPORTS)	104.26	95.07	95.07	95.07	108.54									98.44	94%
<b>OPERATIONAL REVENUES</b>															
General Fund Revenue (001)	\$ 1,685,948	\$ 129,876	\$ 132,894	\$ 202,132	\$ 178,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 643,079	38%
Capital Improvement Revenue (003)	\$ 47,797	\$ 3,933	\$ 3,933	\$ 3,933	\$ 5,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,780	37%
Food Services Revenue (006)	\$ 75,625	\$ 9,018	\$ 2,190	\$ -	\$ 20,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,520	42%
Student Fee Revenue (009)	\$ 4,827	\$ -	\$ 3,027	\$ 326	\$ 550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,903	81%
Grant Revenue (400's, 500's)	\$ 885,961	\$ 27,434	\$ 98,181	\$ -	\$ 22,161	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,776	17%
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OPERATIONAL REVENUE	\$ 2,700,157	\$ 170,262	\$ 240,225	\$ 206,391	\$ 227,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 844,059	31%
<b>OPERATIONAL EXPENDITURES</b>															
<b>GENERAL FUND EXPENDITURES</b>															
Personnel Services (Salaries and Wages)	\$ 549,372	\$ 44,936	\$ 43,021	\$ 21,338	\$ 90,182	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199,477	36%
Fringe Benefits	\$ 135,744	\$ 14,033	\$ 9,323	\$ 24,995	\$ 48,266	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,617	71%
Purchased Services - Non-Employees	\$ 159,525	\$ 1,272	\$ 2,453	\$ 7,232	\$ 19,184	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,142	19%
Purchased Services - Management Company Fees	\$ 402,516	\$ 24,399	\$ 23,354	\$ 20,260	\$ 26,849	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,862	24%
Purchased Services - Sponsorship Fees	\$ 40,500	\$ 3,345	\$ 3,346	\$ 3,681	\$ 4,966	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,338	38%
Communications & Utilities	\$ 40,682	\$ 1,779	\$ 1,891	\$ 2,997	\$ 2,467	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,134	22%
Equipment Lease (Copiers, Computers, Vehicles, etc.)	\$ 6,124	\$ 487	\$ 487	\$ 487	\$ 487	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,947	32%
Rent / Lease (Building / Facility)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Repairs and Maintenance	\$ 156,562	\$ 9,385	\$ 9,220	\$ 8,655	\$ 9,877	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,137	24%
Materials, Supplies, and Textbooks	\$ 26,906	\$ -	\$ 5,513	\$ 8,640	\$ 1,762	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,915	59%
Capital Outlay (Equipment, Buses, etc.)	\$ 8,602	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
All Other Objects	\$ 17,500	\$ 6,468	\$ 3,016	\$ 1,965	\$ 3,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,657	84%
TOTAL GENERAL FUND EXPENDITURES	\$ 1,544,033	\$ 106,105	\$ 101,623	\$ 100,250	\$ 207,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 515,226	33%
<b>OTHER EXPENDITURES</b>															
Capital Improvement Expenditures	\$ 12,850	\$ -	\$ -	\$ -	\$ 60,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,060	467%
Food Services Expenditures	\$ 80,795	\$ 2,443	\$ 725	\$ 6,799	\$ 13,042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,008	28%
Student Fee Expenditures	\$ 4,199	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Grant Expenditures	\$ 914,666	\$ 76,475	\$ 59,998	\$ 56,548	\$ (30,788)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,233	18%
Other Expenditures	\$ -	\$ -	\$ (0)	\$ 222	\$ 2,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,612	0%
TOTAL OTHER EXPENDITURES	\$ 1,012,510	\$ 78,917	\$ 60,723	\$ 63,569	\$ 44,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,913	24%
<b>TOTALS</b>															
TOTAL OPERATIONAL EXPENDITURES	\$ 2,556,543	\$ 185,022	\$ 162,346	\$ 163,818	\$ 251,953	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 763,139	30%
TOTAL EXCESS OR (SHORTFALL)	\$ 143,614	\$ (14,760)	\$ 77,879	\$ 42,573	\$ (24,773)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,920	56%
REVENUE PER STUDENT	\$ 25,898	\$ 1,791	\$ 2,527	\$ 2,171	\$ 2,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,575	
EXPENSE PER STUDENT	\$ 24,521	\$ 1,946	\$ 1,708	\$ 1,723	\$ 2,321	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,753	
TOTAL EXCESS OR (SHORTFALL) PER STUDENT	\$ 1,377	\$ (155)	\$ 819	\$ 448	\$ (228)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 822	

\*based on current enrollment\*

<b>CASH</b>															
Cash Balance - Beginning of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Credits		\$ 156,349	\$ 226,312	\$ 192,478	\$ 213,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debits		\$ (156,349)	\$ (226,312)	\$ (192,478)	\$ (213,267)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cash Balance - End of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>BANK RECONCILIATION COMPLETED?</b>															
		YES	YES	YES	YES										

<b>FEDERAL FUNDS</b>											
FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET	FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET	FUND	BUDGETED REVENUE	YTD REVENUE	% OF BUDGET
MISC. STATE GRANTS FY22	\$ -	\$ -	0%	EONC FY22	\$ -	\$ 595.56	0%	TITLE IV FY23	\$ 10,000.00	\$ -	0%
ESSER FY2022	\$ -	\$ -	0%	TITLE IV FY22	\$ -	\$ 1,999.99	0%	ECSE FY2023	\$ 745.15	\$ -	0%
ESSER II FY22	\$ -	\$ 80,303.26	0%	ECSE FY2022	\$ -	\$ -	0%	TITLE IIA FY2023	\$ 6,530.98	\$ -	0%
ARP ESSER FY22	\$ -	\$ 16,010.75	0%	TITLE IIA FY2022	\$ -	\$ -	0%	NC SSI FY2023	\$ -	\$ 14,587.88	0%
IDEA B FY2022	\$ -	\$ 10,609.12	0%	ESSER II FY23	\$ 130,456.01	\$ -	0%	ARP IDEA FY22	\$ -	\$ 897.82	0%
NC SSI FY2022	\$ -	\$ 5,253.02	0%	ARP ESSER FY23	\$ 589,158.40	\$ -	0%		\$ -	\$ -	0%
SIG FY2022	\$ -	\$ -	0%	IDEA B FY2023	\$ 54,447.60	\$ -	0%		\$ -	\$ -	0%
TITLE I FY2022	\$ -	\$ 10,843.72	0%	TITLE I FY2023	\$ 54,803.72	\$ 6,675.00	12%		\$ -	\$ -	0%
TITLE I NEGLECTED FY2022	\$ -	\$ -	0%	TITLE I NEGLECTED FY2023	\$ -	\$ -	0%		\$ -	\$ -	0%
SQIG FY2022	\$ -	\$ -	0%	EONC FY23	\$ 2,956.28	\$ -	0%		\$ -	\$ -	0%

Total YTD Grant Revenue	\$ 147,776.12
	\$ -

**SEPTEMBER CHECK REGISTER**

CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
V1800	09/06/22	TDG FACILITIES SERV	0010000270018000	423	FY23 MAINT/JANITORI	\$ 8,167.99	180
V1804	09/07/22	AMAZON.COM	0010000296018000	517	MICROSOFT WIRELESS	\$ 470.72	180
V1804	09/07/22	AMAZON.COM	0190000110018000	533	OSWI GRANT_SUPPLIES	\$ 222.28	180
66046	09/09/22	CHARLES NEWQUIST	5722023220018000	412	08/18/2022 PD	\$ 2,500.00	180
66048	09/09/22	STAPLES ADVANTAGE	0060000312018000	519	GLOVES/ APRONS/ HAI	\$ 5.73	180
66048	09/09/22	STAPLES ADVANTAGE	0060000312018000	519	GLOVES/ APRONS/ HAI	\$ 16.29	180
66052	09/09/22	RENAISSANCE	0010000110018000	511	MYON NEWS STUDENT S	\$ 1,500.00	180
66052	09/09/22	RENAISSANCE	0010000110018000	511	RENAISSANCE PRODUCT	\$ 873.00	180
66063	09/09/22	IMAGINE LEARNING LL	0010000220018000	412	IMAGINE LEARNING PR	\$ 1,500.00	180
66085	09/09/22	VERIZON WIRELESS	0010000296018000	441	VERIZON - CELLULAR	\$ 60.00	180
66099	09/09/22	ZOHO CORPORATION	0010000296018000	416	MANAGEENGINE SERVIC	\$ 139.85	180
66109	09/16/22	ACP CREATIVIT LLC	0010000296018000	441	MITEL ENTERPRISE SU	\$ 953.58	180
66117	09/16/22	STUDIES WEEKLY INC	0010000110018000	511	Q#57958 / SOC. STUD	\$ 2,022.61	180
66124	09/16/22	REA & ASSOCIATES IN	0010000250018000	843	AUDIT SCHOOLS_FY22	\$ 438.00	180
66136	09/16/22	HANOVER INSURANCE G	0010000250018000	855	6/30/22-6/30/23 INS	\$ 327.18	180
66144	09/16/22	CNA SURETY	0010000250018000	851	BOND RENEWALS PITTM	\$ 200.00	180
66169	09/16/22	CITY OF WARREN UTIL	0010000270018000	452	WATER/SEWER SERVICE	\$ 135.86	180
V1812	09/16/22	ESC OF LAKE ERIE WE	0010000250018000	415	SPONSOR FEES	\$ 3,680.62	180
V1814	09/16/22	HP FINANCIAL SERVIC	0010000296018000	426	(ADM \$100.27 - SCH	\$ 100.10	180
V1816	09/16/22	DE LAGE LANDEN	0010000296018000	426	COPIER LEASES	\$ 386.72	180
V1829	09/16/22	RENEE SIMMONS OPALI	0010000123018000	431	8/19 HOME-YOUSEC-WA	\$ 32.81	180
V1833	09/16/22	ERICA L RICHLEY DUD	0010000123018000	431	8/17 HOME-WARELE-HO	\$ 17.50	180
V1838	09/21/22	AMAZON.COM	0060000312018000	519	SANITIZER TABLETS/	\$ 18.90	180
V1842	09/22/22	HNB MASTERCARD	0010000110018000	439	AUG. 4TH / ROUNDTAB	\$ 27.71	180
V1842	09/22/22	HNB MASTERCARD	0010000242118000	439	08/03/2022 HOTEL ST	\$ 163.90	180
V1842	09/22/22	HNB MASTERCARD	0010000220018000	412	08/04/2022 HOTEL ST	\$ 163.90	180
66182	09/23/22	SCHOOL SPECIALTY	0010000110018000	512	WARELE_OFFICE SUPPL	\$ 51.15	180
66197	09/23/22	REA & ASSOCIATES IN	0010000250018000	843	FY22 OCBOA SCHOOL F	\$ 1,000.00	180
66205	09/23/22	NUTRITION INC	0060000312018000	462	WARELE FY23 BLANKET	\$ 6,088.91	180
66212	09/23/22	SAVVAS LEARNING CEN	0010000110018000	511	Q#199927-1 / ENVISI	\$ 2,868.48	180
66221	09/23/22	DOMINION EAST OHIO	0010000270018000	453	GAS SERVICES	\$ 224.20	180
66227	09/23/22	OHIO EDISON	0010000270018000	451	ELECTRIC SERVICES	\$ 1,530.18	180
V1848	09/23/22	MADISON COX	0010000241018000	433	8/22 HOME-WARELE-HO	\$ 33.13	180
V1853	09/23/22	DAVID M HOSKIN	0010000250018000	433	8/11 HOME-SAM-YOUMI	\$ 6.72	180
V1858	09/23/22	HEATHER M SINGER	0010000241118000	431	8/26 HOME-WARMID-HO	\$ 46.25	180
V1858	09/23/22	HEATHER M SINGER	0010000241118000	431	8/31 HOME-WARELE-HO	\$ 50.00	180
66258	09/30/22	SCHOLASTIC MAGAZINE	0010000110018000	511	QUOTE # M638106 SCI	\$ 208.78	180
66258	09/30/22	SCHOLASTIC MAGAZINE	0010000110018000	511	ESTIMATED SHIPPING/	\$ 20.88	180
66277	09/30/22	AARIS THERAPY GROUP	0010000215218000	413	SY23 / HEALTH SRVC	\$ 4,907.50	180
66277	09/30/22	AARIS THERAPY GROUP	0010000214218000	413	PSYCH SERV. / WAREL	\$ 425.00	180
66288	09/30/22	CENTURYLINK	0010000296018000	441	WARELE ALARM LINES	\$ 93.61	180
V1872	09/30/22	NATASHA A WALSKI	0010000241118000	431	8/10 HOME-WARELE-HO	\$ 27.50	180

SEPTEMBER CHECK REGISTER

CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
V1872	09/30/22	NATASHA A WALSKI	0010000241118000	431	8/16 HOME-WARELE-HO	\$ 27.50	180

OCTOBER CHECK REGISTER							
CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
66295	10/07/22	FAST SIGNS	0010000276018000	519	ROOM NUMBERS FOR EX	\$ 725.00	180
66300	10/07/22	STAPLES ADVANTAGE	0010000250018000	848	BANK DEPOSIT STAMP	\$ (7.99)	180
66300	10/07/22	STAPLES ADVANTAGE	0010000250018000	848	BANK DEPOSIT STAMP	\$ 37.98	180
66305	10/07/22	REA & ASSOCIATES IN	0010000250018000	843	FY22 OCBOA SCHOOL F	\$ 175.00	180
66305	10/07/22	REA & ASSOCIATES IN	0010000250018000	843	AUDIT SCHOOLS_FY22	\$ 292.00	180
66305	10/07/22	REA & ASSOCIATES IN	0010000250018000	843	AUDIT SCHOOLS_FY22	\$ 1,000.00	180
66316	10/07/22	GUARDIAN ALARM COMP	0010000276018000	429	FY23 ALARM MONITORI	\$ 237.00	180
66321	10/07/22	BLUE TECHNOLOGIES	0010000296018000	429	COPIER CLICK COUNTS	\$ 620.86	180
66337	10/07/22	HEALTHCARE BILLING	0010000241618000	419	WARELE-FY20 FINAL S	\$ 4,285.97	180
66337	10/07/22	HEALTHCARE BILLING	0010000241618000	419	WARELE	\$ 70.62	180
66348	10/07/22	PITNEY BOWES RESERV	0010000250018000	443	SEPT POSTAGE	\$ 4.56	180
66355	10/07/22	CHARTER COMMUNICATI	0010000296018000	441	WARELE PHONE	\$ 183.75	180
66362	10/07/22	VERIZON WIRELESS	0010000296018000	441	VERIZON - CELLULAR	\$ 60.00	180
V1875	10/07/22	ERIC D JONES	0010000231018000	499	ERIC JONES' BCI YOU	\$ 10.00	180
V1876	10/07/22	TDG FACILITIES SERV	0010000270018000	423	FY23 MAINT/JANITORI	\$ 8,167.99	180
V1880	10/10/22	AMAZON.COM	0010000110018000	512	WARELE_OFFICE SUPPL	\$ 325.99	180
V1880	10/10/22	AMAZON.COM	0010000110018000	511	BINDER RINGS, MARKE	\$ 7.42	180
V1882	10/10/22	PITNEY BOWES (SENDP	0010000250018000	443	POSTAGE SENDPRO_QTR	\$ 53.01	180
V1884	10/10/22	HP FINANCIAL SERVIC	0010000296018000	426	(ADM \$100.27 - SCH	\$ 100.10	180
V1885	10/10/22	DE LAGE LANDEN	0010000296018000	426	COPIER LEASES	\$ 386.72	180
V1886	10/12/22	AMAZON.COM	0010000110018000	511	BINDER RINGS, MARKE	\$ 22.15	180
66386	10/14/22	STAPLES ADVANTAGE	0010000110018000	512	WARELE_OFFICE SUPPL	\$ 79.20	180
66388	10/14/22	OAASFEP CONFERENCE	0010000220018000	412	2022 OAASFEP FALL C	\$ 37.50	180
66396	10/14/22	JR SHOUP LLC	0010000276018000	429	ASSESSMENT TO REKEY	\$ 143.75	180
66409	10/14/22	HANOVER INSURANCE G	0010000250018000	855	6/30/22-6/30/23 INS	\$ 51.01	180
66414	10/14/22	OHIO MOBILE SHREDDI	0010000241518000	422	SHREDDING SERVICES	\$ 71.56	180
V1903	10/14/22	ERICA L RICHLEY DUD	0010000123018000	431	9/28 HOME-WARELE-HO	\$ 17.50	180
66406	10/14/22	NUTRITION INC	0060000312018000	462	WARELE FY23 BLANKET	\$ 13,042.20	180
V1912	10/17/22	ESC OF LAKE ERIE WE	0010000250018000	415	SPONSOR FEES	\$ 4,966.42	180
V1913	10/18/22	AMAZON.COM	0010000110018000	512	WARELE_OFFICE SUPPL	\$ 252.48	180
V1913	10/18/22	AMAZON.COM	0190000110018000	533	OSWI GRANT SUPPLIES	\$ 2,389.98	180
66466	10/21/22	DEBORAH R GLASER LL	0010000110018000	511	MORPHEME MAGIC / DE	\$ 350.25	180
66469	10/21/22	MONITRONICS	0010000276018000	429	FY23 MONITORING (FI	\$ 11.70	180
66470	10/21/22	SCENARIO LEARNING	0010000276018000	413	SAFESCHOOLS INCIDENT	\$ 235.00	180
66480	10/21/22	HANOVER INSURANCE G	0010000250018000	855	6/30/22-6/30/23 INS	\$ 1,260.74	180
66480	10/21/22	HANOVER INSURANCE G	0010000250018000	855	6/30/22-6/30/23 INS	\$ 398.95	180
66487	10/21/22	ALPHA SECURITY LLC	0010000276018000	429	3RD QTR ALARM RESPO	\$ 90.00	180
66492	10/21/22	CITY OF WARREN UTIL	0010000270018000	452	STORM WATER SERVICE	\$ 94.05	180
66502	10/21/22	OHIO EDISON	0010000270018000	451	ELECTRIC SERVICES	\$ 1,075.17	180
66508	10/21/22	CITY OF WARREN UTIL	0010000270018000	452	WATER/SEWER SERVICE	\$ 211.10	180
66542	10/27/22	BLUE TECHNOLOGIES	0010000296018000	429	COPIER CLICK COUNTS	\$ 534.16	180
66557	10/27/22	AARIS THERAPY GROUP	0010000214218000	413	PSYCH SERV. / WAREL	\$ 2,380.00	180

OCTOBER CHECK REGISTER							
CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
66557	10/27/22	AARIS THERAPY GROUP	0010000218118000	413	SY23 / HEALTH SRVC	\$ 3,597.75	180
66557	10/27/22	AARIS THERAPY GROUP	0010000215218000	413	SY23 / HEALTH SRVC	\$ 8,173.75	180
66569	10/27/22	DOMINION EAST OHIO	0010000270018000	453	GAS SERVICES	\$ 510.29	180
66580	10/27/22	BRIGHTSPEED	0010000296018000	441	WARELE ALARM LINES	\$ 93.49	180
V1931	10/27/22	TDG FACILITIES SERV	0030000270018000	423	WO209923 INSTALL	\$ 18,600.00	180
66608	11/04/22	ESC OF NORTHEAST OH	0010000110018000	432	RES. ED. MENTOR TRA	\$ 170.00	180
66647	11/04/22	CHARTER COMMUNICATI	0010000296018000	441	WARELE PHONE	\$ 181.16	180

## SEPTEMBER 2022 PURCHASE ORDER LIST

PURCHASE ORDER #	BUDGET UNIT	ACCOUNT	ORGANIZATION	VENDOR NUMBER	VENDOR NAME	ORIGINAL ENCUMBER AMOUNT	CHANGE AMOUNT	DATE ENCUMBERED	DESCRIPTION	TOTAL PAYMENT AMOUNT	BALANCE
40679-01	0010000214218000	413	WARELE	12537	AARIS THERAPY GROUP	7,626.00	-	09/01/22	PSYCH SERV. / WARELE & WA	425.00	7,201.00
40760-01	0010000110018000	511	WARELE	10203	AMAZON.COM	29.57	-	09/08/22	BINDER RINGS, MARKERS	-	29.57
40974-01	0190000110018000	533	WARELE	10203	AMAZON.COM	2,893.52	-	09/29/22	OSWI GRANT SUPPLIES	-	2,893.52
40818-01	0010000250018000	851	WARELE	11161	CNA SURETY	400.00	-	09/14/22	BOND RENEWALS PITTMAN/HOS	200.00	200.00
40656-01	0010000110018000	511	WARELE	15418	DEBORAH R GLASER LLC	350.25	-	09/01/22	MORPHEME MAGIC / DEBORAH	-	350.25
40932-01	0010000231018000	499	WARELE	4388	ERIC D JONES	10.00	-	09/22/22	ERIC JONES' BCI YOUNGSTOW	-	10.00
40986-01	0010000276018000	429	WARELE	15260	GUARDIAN ALARM COMPANY	711.00	-	09/30/22	FY23 ALARM MONITORING	-	711.00
40984-01	0010000276018000	429	WARELE	10758	JR SHOUP LLC	143.75	-	09/30/22	ASSESSMENT TO REKEY DOORS	-	143.75
40750-01	0060000312018000	462	WARELE	13263	NUTRITION INC	79,000.00	-	09/08/22	WARELE FY23 BLANKET	6,088.91	83,911.09
40823-01	0010000250018000	843	WARELE	10081	REA & ASSOCIATES INC.	1,500.00	-	09/15/22	FY22 OCBOA SCHOOL FINANCI	1,000.00	500.00
			<b>WARELE Total</b>			92,664.09	-			7,713.91	95,950.18
			<b>Grand Total</b>			92,664.09	-			7,713.91	95,950.18

# OCTOBER 2022 PURCHASE ORDER LIST

PURCHASE ORDER #	BUDGET UNIT	ACCOUNT	ORGANIZATION	VENDOR NUMBER	VENDOR NAME	ORIGINAL ENCUMBER AMOUNT	CHANGE AMOUNT	DATE ENCUMBERED	DESCRIPTION	TOTAL PAYMENT AMOUNT	BALANCE
41039-01	0010000276018000	514	WARELE	14433	ALLIED 100	335.97	-	10/06/22	FIRST AID SUPPLIES (MANNE	-	335.97
41175-01	0010000110018000	511	WARELE	10203	AMAZON.COM	13.62	-	10/21/22	VELCRO DOTS	-	13.62
41242-01	0010000110018000	511	WARELE	10203	AMAZON.COM	57.85	-	10/28/22	MAILBOX	-	57.85
41126-01	5902023220018000	510	WARELE	10241	BARNES & NOBLE BOOKSELLE	99.90	-	10/17/22	READING COMPREHENSION BLU	-	99.90
41224-01	0010000119018000	432	WARELE	12515	CRISIS PREVENTION INSTIT	349.75	-	10/26/22	11/3 JENNIFER COSTERELL	-	349.75
41137-01	0010000220018000	412	WARELE	11653	EMBASSY SUITES COLUMBUS	268.40	-	10/19/22	HOTEL STAY FOR INSTRUCTIO	-	268.40
41138-01	0010000220018000	412	WARELE	11653	EMBASSY SUITES COLUMBUS	51.13	-	10/19/22	MEETING ROOM FOR PD	-	51.13
41166-01	5902023220018000	412	WARELE	11163	ESC OF LAKE ERIE WEST	364.00	-	10/20/22	11/10 - 11/11	-	364.00
41022-01	0010000220018000	412	WARELE	14808	HNB MASTERCARD	41.67	-	10/06/22	OAASFEP_10/23-10/24 HOTEL	-	41.67
41116-01	4992020276018000	423	WARELE	10758	JR SHOUP LLC	658.66	-	10/17/22	REKEY BUILDING	-	658.66
41116-01	4992022276018000	423	WARELE	10758	JR SHOUP LLC	991.34	-	10/17/22	REKEY BUILDING	-	991.34
41021-01	0010000220018000	412	WARELE	10434	OAASFEP CONFERENCE	37.50	1.95	10/06/22	2022 OAASFEP FALL COORDIN	37.50	1.95
41252-01	5365023110018000	511	WARELE	14280	RENAISSANCE	1,667.00	-	10/28/22	LALILO SUBSCRIPTION	-	1,667.00
41016-01	0030000270018000	423	WARELE	14942	TDG FACILITIES SERVICES	5,194.85	-	10/05/22	WO200776 NEW DOOR INST	-	5,194.85
41103-01	0030000270018000	423	WARELE	14942	TDG FACILITIES SERVICES	1,932.53	-	10/17/22	WO217746 ASBESTOS REMO	-	1,932.53
41204-01	0010000270018000	429	WARELE	14942	TDG FACILITIES SERVICES	12,290.25	-	10/25/22	WO218769 BASEMENT MOLD	-	12,290.25
			<b>Grand Total</b>			24,354.42	1.95			37.50	24,318.87



## Director's Report

Month(s): November

School: Summit Academy Community School Warren

Director: Allison Glass

### **STUDENTS**

Enrollment: 104

Attendance Rate: 90.35% through Nov. 28, 2022

Suspensions/Expulsions: 8 suspensions 1 expulsion

Additional Comments:

### **STAFF**

Vacancies: NONE

New Hires: Miss Alexandria Mellinger (Teacher), Miss Teresa Evans (IA), Miss Emily Parker (IA), Miss Maycee Addicott (IA)

Teacher/Student Ratio: 104:8 13:1

Additional Comments:

### **ACADEMICS**

List any assessments administered during the month(s) of this report:

- WIAT-4, STAR CBM/Custom Assessments, BASC, ABAS, GARS, CELF, WISC-4, BEERY-VM1 6<sup>th</sup> Edition, Administrative Observations, At-Risk Checklist

Additional Comments:

### **EVENTS – Please list any recent or upcoming events**

November 22

\*Whole School Thanksgiving Feast

\*We also provided Thanksgiving Meals for 20 families between our school and the high school.

December 16

\*We will pass out Christmas Meals to 20 families



\*Students in grades K-4 will design sleighs out of cardboard boxes to sit in during the showing of The Grinch. They will also have holiday rotations the remainder of the day.

\*Students in grades 5-7 will participate in a canvas and cocoa event and enjoy holiday rotations the remainder of the day.

\*Santa will be visiting and providing gifts to all students. The teachers also purchased gifts for all the kids.

\*We are providing assistance to 2 families for the holidays (gifts for students).

\*We are handing out 20 pairs of snow boots and socks as well as several winter coats.

\*The staff will participate in Spirit Month for December with holiday-themed attire daily as well as trivia, reindeer games, hot cocoa bar, and a surprise lunch. The month will culminate with a Staff Christmas Party on December 16 at 7 PM.

**SUMMIT ACADEMY MANAGEMENT**

2791 Mogadore Road | Akron, Ohio 44312

**Summit Academy**  
SCHOOLS  
*Learning Without Limits*

---

**CURRICULUM****HUMAN RESOURCES**

- Health Benefits
  - Summit Academy Management has contracted with Anthem to provide health benefits for our staff. We have four options available to employees.
- Payroll Processes
  - Prior to May 2022, we had only one employee trained to process payroll. We currently have two employees trained now and are training a third.
- Employee Relations and Support
  - Summit Academy Management has two dedicated HR Generalists who are in weekly contact with building directors. They offer assistance with personnel management, compliance, and other procedural issues.
- Technology
  - Summit Academy Management is implementing several technological improvements with UKG (Kronos). The timekeeping and accruals module is implemented for October, additional modules are in development.

**Health and Safety**

Grant Mueller, Director of Health and Safety, visited every school in the month of September and will continue to make regular rounds to identify any issues in our buildings. There has been much positive feedback following his building visits. The primary focus points for the first semester are as follows:

- Lockdown devices
- Keying system
- Alarm panel upgrades
- Visitor management kiosks

**FACILITIES****BOARD RELATIONS**

This a reminder that all Governing Authority members are required to complete Sunshine Law Training annually. The link to the Auditor of State training is <https://sunshinelaw.ohioattorneygeneral.gov/>.

Please send training certificates to Jacci Gilliland or to [sponsorcompliance@summitacademies.org](mailto:sponsorcompliance@summitacademies.org).

## **FEDERAL PROGRAMS**

The Federal Programs department focus for the early fall has been dedicated to the final budget closing for the past grant year and starting up grant activities for the current school year. We are currently working on finalizing budgets and writing applications for the ESSER/ARP ESSER COVID-based grants. These funds help maintain staffing and provide much-needed resources to prevent, prepare and respond to COVID-19. Compliance reporting to ODE for the OH K-12 Title IV programs and Special Education disproportionality service spending in FY22 have been completed.

We plan to revise our FY23 grant applications this quarter when we receive budget adjustments from ODE that include unspent funds carried over from the previous grant year.

## **FOOD PROGRAM**

As the holiday season approaches schools are planning to provide catered meals for the holidays. Akron Secondary will be hosting a student and parents' breakfast on November 22, 2022, from Cracker Barrel. Canton Secondary will be hosting its annual Thanksgiving dinner and handing out meal kits to families in need.

This school year, three of our Summit Academy schools have been selected for administrative reviews, S.A Painesville school, S.A Akron Secondary, and S.A Cincinnati. The Ohio Department of Education specialists will be visiting each school and conducting reviews through the CRRS portal of various claim reimbursement, CEP documents, and resource management documents, along with food programs offered throughout our schools. I will be collecting information and preparing for the reviews over the next month. This is one of three very important tasks coming up.

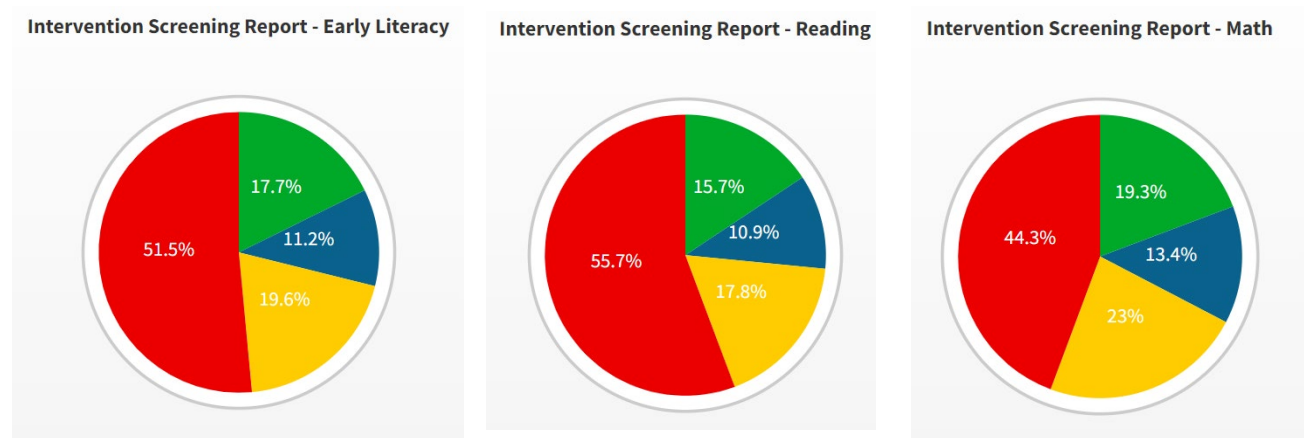
As the school year progresses, vendors have done a great job accommodating the needs of each school.

## Curriculum and Instruction School Board Report November/December 2022

All Summit Academy schools have completed Renaissance Star fall benchmarking assessments in reading and math. The most basic function of benchmark assessments is to identify which students score at/above benchmark, which shows grade-level fluency, and which students need intervention. Percentile Rank scores range from 1 to 99 and express student ability relative to the scores of other students in the same grade. For a particular student, this score indicates the percentage of students in the norms group who obtained lower scores. For example, if a reading assessment gave a student a Percentile Rank of 85, the student's reading skills are greater than 85% of other children in the same grade.

- Green – “At/Above Benchmark” = the 40<sup>th</sup> percentile and above.
- Blue – “On Watch” = the 25<sup>th</sup> – 39<sup>th</sup> percentiles.
- Yellow – “Intervention” = the 10<sup>th</sup> – 24<sup>th</sup> percentiles.
- Red – “Urgent Intervention” = the 9<sup>th</sup> percentile and below.

Fall 2022 distribution of student percentile rank (all Summit Academy students):



With the basic benchmarking data in hand, now our staff are busy analyzing it to make instructional decisions to best meet the learning needs of our students. Collaboration during teacher-based team (TBT) meetings and co-planning times focuses on identifying the grade-level standards and skills which our students have either mastered or for which they need intervention. Additional diagnostic tests are given as appropriate, and intervention and progress monitoring are well underway by this time of year. A special emphasis in our schools with grades K-3 is the completion of Reading Improvement Monitoring Plans (RIMPs) for students who are not currently on track for passing the third-grade state reading proficiency test.

With the resignation of the former SA testing coordinator last spring, the duties of coordinating the required state tests for all Summit Academy schools has been moved from the SSIS department to the curriculum team. We started the year with training for building test coordinators, making sure test administrators complete the required test security agreement

and certification training, and coordinating the Kindergarten Readiness Assessments (KRA). Fall testing includes the third grade reading proficiency assessment (10/17/22-11/4/22) and the high school end-of-course exams (11/28/22-1/13/23). The curriculum team also provided training and encouraged the use of the Ohio Readiness Assessments, which are provided free in the testing portal in all tested subjects, to determine student learning needs related to priority standards and familiarize students with the online testing format.

The curriculum team is very proud of the training we've provided and the work being done in our schools to implement Multi-Tiered Systems of Support (MTSS) for academics, behavior, and social emotional support. The Summit Academy Reading Framework is the most detailed of these MTSS systems so far, making excellent curriculum resources available and providing in-depth training for staff on the science of reading and how to teach our students using the best evidence-based strategies. Summit Academy Schools have the distinction of being one of only a dozen school districts in Ohio to be invited to take part in the Ohio Lead for Literacy Institute, and we've put together a team of curriculum administrators, instructional coaches, and principals to participate and share their learning with all of our schools. We are making sure all of our instructional coaches are confident in leading literacy improvement in their schools with monthly regional trainings and collaborative opportunities. This year's training emphasis is on language comprehension, especially in how to support students in reading complex, grade-level texts in all content areas.

Other areas of support from the curriculum team members include: 1. Assisting principals with OTES implementation by supporting teachers in the annual process of self-assessment and professional growth plan (PGP) goal writing; 2. Resident Educator Program orientation webinars for each year in the program and coordination of new mentor training; 3. Training on graduation requirements, college credit plus opportunities, and career readiness plans; and 4. On-going support with ordering and training for curriculum programs and resources.



# Educational Service Center of Lake Erie West Community Schools Center

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

**School Name:** SA Warren El & MS/Sec

**Month:** December

Presented by:	DeAnna N. Hardwick, RTAE ESCLEW Community Schools	In Person
Governing Authority Highlights / Important updates from ESCLEW	<b><u>Governing Authority Update</u></b>	
	<b><i>Message from Director, Kurt Aey</i></b> The Fall 2022 Community School Contract Modification was emailed out this week, and that update to the contract reflects recent changes in the law as well as updates to the payment to the sponsor for monitoring, oversight and technical assistance, the school's education plan (attachment 6.3), 11.6 performance framework to reflect the current school year, and changes to state report cards.	
	<b>Governing Authority Book Club</b> <i>Topic Two: The Bylaws – a document by which the board regulates itself</i> <u>Governing for Greatness</u> explores ten fundamentals every charter school board member needs to know. The second fundamental is the bylaws – a document adopted by the board by which it regulates itself, its committees, and its individual members. Bylaws include information about the name and purpose of the organization, members, officers, meetings, committees, parliamentary authority, and amendment of bylaws. Once these bylaws have been approved by the board, the board is required to abide by them. Failure to do so can be grounds for revocation of the charter, so it's important that all board members are familiar with their own bylaws.	
	<b><i>Bylaws FAQs</i></b> <input type="checkbox"/> <i>Where can I find our board's bylaws?</i> The bylaws, referred to in the charter contract as the Code of Regulations, are included in Attachment 1.4 of the board's contract with ESCLEW. Board members may contact their school liaison or their ESCLEW regional representative for help accessing the current charter contract including Attachment 1.4 Governance Plan.	
	<b><i>Book Club Challenge</i></b> <i>Read your board's bylaws and answer the questions from Governing for Greatness.</i> 1) How many board members are specified in your board's bylaws? 2) Do your board's bylaws stipulate a parliamentary authority such as Robert's Rules? 3) Do your board's bylaws prescribe terms of office for board members and officers? 4) Does your charter (contract with sponsor) contain a provision requiring the board to obtain authorizer approval prior to amending its bylaws? 5) Do your board's bylaws specify any standing committees? If so, what are they and who serves on them? 6) Are there any provisions in the bylaws that the board does not appear to be following?	
	<b><i>Did You Know?</i></b> <i>Here are some common examples of non-compliance with bylaws according to</i>	



# Educational Service Center of Lake Erie West Community Schools Center

## Governing for Greatness.

- ☐ Failure to contain various provisions required by the charter or the authorizer
- ☐ Amending the bylaws without authorizer approval
- ☐ Failure to maintain a required number of members or range of members
- ☐ Failure to adhere to terms of office for members and/or officers
- ☐ Failure to elect officers at the stated time of the year
- ☐ Failure to hold an annual meeting
- ☐ Failure to follow Robert's Rules in meetings
- ☐ Failure by the board to submit background check applications on new members
- ☐ Failure by the board to annually sign conflict of interest disclosure statements

## **Annual Performance Reports**

Every year, the ESC of Lake Erie West (ESCLEW) produces an Annual Performance Report for each community school it oversees for use by the school and other stakeholders. The report summarizes the school's academic performance, legal compliance, financial health and sustainability, and organizational and operational performance according to the most recent data available for the years in review. Due to changes in the data and reporting on the Ohio School Report Card, ESCLEW was unable to complete its assessment of academic performance of its sponsored schools for the 2021-2022 school year.

ESCLEW is committed to promoting high-quality education for public school students in Ohio. This Annual Performance Report is produced in order to:

- 1) Provide timely information to the community school on its performance relative to the standards and expectations established by applicable federal and state law and the charter contract.
- 2) Identify the school's strengths and areas needing improvement.
- 3) Provide information that enables the community and the public to understand the school's performance, including its fulfillment of public obligations.

These annual reports were emailed to school leaders and governing authority members in the beginning of October. The last page highlights the school's performance summary and prospects for renewal. The prospects for renewal section are for reference only as a preliminary calculation and does not guarantee renewal. Renewal determinations and subsequent contract terms are based on each school's renewal application. Prospects for renewal are based on the assumption that the school will continue to produce consistent levels of performance as documented in the data trends of the previous sections of the report.

The 2021-2022 Educational Service Center of Lake Erie West's Community Schools Center Sponsor Annual Report is a combination of all community schools sponsored by the ESCLEW and will be provided to all school stakeholders in early November. The ESC of Lake Erie West is required to provide a written report to all parents of students enrolled in sponsored schools and the Ohio Department of Education by November 30th of each year. The 2021-2022 Educational Service Center of Lake Erie West's Community Schools Center Sponsor Annual Report is required to be posted to the schools' websites by November 30, 2022 to serve as notification to parents of students enrolled at each school.



# Educational Service Center of Lake Erie West Community Schools Center

	<p style="text-align: center;"><b><i>Chronic Absenteeism Rate for the 2022–2023</i></b></p> <p>Beginning with the 2022–2023 school year, the Chronic Absenteeism improvement indicator contributes a possible five points to the Gap Closing Component. The Ohio Department of Education has set a long term goal of reducing Ohio’s chronic absenteeism rate to 5% by the 2030–2031 school year. In order to meet this target goal, the state has identified specific annual targets as the annual state target to meet the indicator on the report card.</p> <p>The 2022–2023 state target goal for chronic absenteeism is 20.2%. This is a change from what was published prior to 2020. Schools will meet the chronic absenteeism indicator by achieving one of the following three options;</p> <ol style="list-style-type: none"> <li>1. Meet the state target of 20.2%.</li> <li>2. If the school’s chronic absenteeism rate is 36.7% or higher, the school will show a 1.1% improvement.</li> <li>3. If the school’s chronic absenteeism rate is lower than 36.7%, the school will show a 3% improvement.</li> </ol> <p>The schools will be required to determine the rate of improvement that will be required to meet the state target, and that will be the school’s goal for chronic absenteeism rate for the 2022 -2023 school year. The chronic absenteeism rate will be evaluated on the 2022–2023 Annual Performance Reports completed by the ESCLEW Community Schools Center.</p> <p><b><i>December 2022 Information forthcoming</i></b></p>
Recent Site Visit Highlights	<p><b><i>November Site Visit areas addressed:</i></b></p> <ul style="list-style-type: none"> <li>• Graduation Plans</li> <li>• Report Card Data</li> <li>• Review RIMP’s</li> <li>• Interview Staff</li> <li>• Student Discipline Discussion</li> <li>• Coming Events</li> <li>• Questions/Concerns</li> <li>• Strengths</li> <li>• Student File Review</li> <li>• Emergency Mngt Test Drill</li> </ul> <p><b><i>December Site Visit areas addressed:</i></b></p> <ul style="list-style-type: none"> <li>• Academic Interventions</li> <li>• Attendance Policy Implementation</li> <li>• Emergency Drill Log</li> <li>• General Student File Review</li> <li>• 11.6 update</li> <li>• Elem – Reading Improvement Plan Monitoring</li> <li>• HS – College Credit Plus Program</li> </ul>



# Educational Service Center of Lake Erie West Community Schools Center

	<ul style="list-style-type: none"><li>• Food Service/Heimlich training</li><li>• Winter Assessment Planning</li><li>• Coming Events</li><li>• Questions/Concerns</li><li>• Strengths</li><li>• Dates closed beyond the calendar</li></ul>			
Financial Update	<p>The following areas for September 2022 were reviewed by Linda Moye, ESCLEW Financial Consultant, with Scott Pittman of SAM on October 25, 2022:</p> <ul style="list-style-type: none"><li>➤ Financial Summary Report (cash-basis schools)</li><li>➤ Year-to-Date Actual vs. Budget (Forecast) Report</li><li>➤ Invoices More than 60 Days Past Due (Aging)</li><li>➤ FTE Enrollment</li><li>➤ Transaction Detail Report (FINDET)</li></ul> <p><b>Results:</b> SA Warren EL: No red flags nor concerns SA Warren MS/Sec: No red flags nor concerns</p>			
2022 – 2023 Governing Authority Goal (Attachment 11.6)				
MS/Sec Goal	TBD			
MS/ Sec Evidence	TBD			
El Goal	TBD			
El Evidence	TBD			
El Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	Exceeded <input type="checkbox"/>
MS/Goal Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	Exceeded <input type="checkbox"/>

Other Items Discussed:	Remember to pursue your Sunshine Laws annual training by March 2023.
Any questions asked by the Governing Authority for the Sponsor?	
Follow up provided:	



# Governing Authority Meeting Public Notice

**Date: January 5, 2023**  
**Time: 5:30 PM**  
**Location: 1461 Moncrest Dr. NW, Warren, OH 44485**

The Governing Authorities of Summit Academy Community School – Warren, Summit Academy School for Alternative Learners – Warren Middle & Secondary, Summit Academy Youngstown and Summit Academy Secondary School - Youngstown will hold a regular meeting to be held at the above listed date and time.

This meeting is open to the public.

Summit Academy Community School – Warren  
Summit Academy School for Alternative Learners – Warren  
Summit Academy – Youngstown  
Summit Academy Secondary School - Youngstown  
January 5, 2023 | 5:30PM

Summit Academy Community School – Warren  
Summit Academy School for Alternative Learners – Warren  
Summit Academy – Youngstown  
Summit Academy Secondary School - Youngstown  
January 5, 2023 | 5:30PM

## SIGNATURE

[illegible]

Summit Academy Community School  
Warren  
2106 Arbor Ave. SE, Warren, OH 44484-5225

Summit Academy Community School  
Warren  
2106 Arbor Ave. SE, Warren, OH 44484-5225

Summit Academy School for Alternative  
Learners – Warren Middle & Secondary  
1461 Moncrest Dr., NW, Warren, OH 44485-  
1928

Summit Academy School for Alternative  
Learners – Warren Middle & Secondary  
1461 Moncrest Dr., NW, Warren, OH 44485-  
1928

Summit Academy Secondary School –  
Youngstown  
2800 Shady Run Rd., Youngstown, OH  
44502

Summit Academy Secondary School –  
Youngstown  
2800 Shady Run Rd., Youngstown, OH  
44502