



Governing Authority Regular Meeting
Location: 4700 Central Ave., Middletown, OH 45044-5375
January 4, 2023 | 6:00PM

Agenda

1. Call to Order/Roll Call

- Brian Roth, President
- Faustino Zapata, Vice President
- Jennifer Frey, Secretary
- Michael Dailey
- Andrew Davenport

2. Approval of Agenda

3. Approval of Minutes

- Regular Meeting – November 2, 2022

4. General Action Items

- Resolution and Annual Review Racial and Ethnic Balances
- Resolution and Sponsor Contract Modification
- Resolution and Fixed Asset Policy/Title I and Federal Grants Assets Policy
- Resolution and Career Advising Policy
- Resolution and Monthly Residency Verifications – November and December 2022

5. Financial Reports and Action Items

- Financial Report – October and November 2022
- Resolution and 2023-2024 Fiscal Officer Waiver

6. Reports

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

7. Other Business

- Report of 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 | November 2, 2022 | 6:00PM

Location: 3029 Yankee Road, Middletown, OH 45044

Approved on January 4, 2023

Governing Authority Roll Call:

- | | |
|----------------------------------|---------|
| • Brian Roth, President | Present |
| • Michael Dailey, Vice President | Present |
| • Jennifer Frey, Secretary | Present |
| • Andrew Davenport | Present |
| • Faustino Zapata | Absent |

Administrative Support Personnel Present:

- Marissa Raux, Director
- Scott Pittman, Treasurer
- Mark Michael, Vice President of Operations
- Jacci Gilliland, Director of School/Sponsor Relations and Compliance

Sponsor Representative Present:

- Algott Herman, ESC of Lake Erie West

Minutes

1. Call to Order/Roll Call

- Mr. Roth called the meeting to order at 6:00 PM and called the roll.

2. Approval of Agenda

- Ms. Frey moved that the Agenda be approved. The motion was seconded and carried unanimously.

3. Approval of Minutes

- Mr. Davenport moved that the Minutes of the Regular Meeting held on September 22, 2022 be approved. The motion was seconded and carried unanimously.

4. General Action Items

- Ms. Frey moved that the Resolution and Annual Review Health and Safety Policies be approved. The motion was seconded and carried unanimously.
- Mr. Dailey moved that the Resolution and Approval of the 2022-2023 Reading Improvement Plan be approved. The motion was seconded and carried unanimously.
- Mr. Davenport moved that the Resolution and Monthly Residency Verifications – September and October 2022 be approved. The motion was seconded and carried unanimously.

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

- Mr. Pittman presented the Treasurer's Report and Financials.
- Mr. Davenport moved that the Treasurer's Report and Financials for August and September 2022 be approved. The motion was seconded and carried unanimously.

6. Reports

- Ms. Raux presented the School Report. Enrollment is currently at 162 with a 90% attendance rate. Ms. Raux reviewed the School's vacancies and also discussed Third Grade testing and End of Course Exams. Recent and upcoming events were discussed.
- Mr. Michael presented the Management Company Report. He referred the Governing to the written report and highlighted the Health & Safety update. Mr. Michael introduced Mr. Alan Scherr who is the architect on the Xenia building project. Mr. Scherr gave a brief presentation on plans and timelines.
- Mr. Herman presented the Sponsor Report. He verified contact information for the Governing Authority members and reminded them to watch for email updates from Kurt Aey. Mr. Herman reviewed the recent site visit and the School's Annual Performance Report. The sponsor's monthly financial review showed no red flags.

7. Other Business

- None

8. Public Participation

- None

9. Adjournment

- Mr. Roth adjourned the meeting at 6:44 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: Summit Community School for Alternative Learners – Xenia and Middletown and Summit Academy Secondary School - Middletown

Month: November

Presented by:	Algott Herman, Regional Technical Assistance Educator	In Person
Governing Authority Highlights / Important updates from ESCLEW	<p>The following are two very important items for school leaders. The first one is primarily for governing boards where the second is for school building leaders.</p> <p>Ohio Auditor of State, Keith Faber, Offers Live Virtual Certified Public Records Trainings</p> <p>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.</p> <p>Threat Assessment Model Policy ORC Section 5502.262 requires each school building administrator to incorporate a school threat assessment plan and a protocol for the building's threat assessment team into the building's existing emergency management plan. Schools are allowed to adopt and adapt the OSSC model policy for this requirement. Additionally, school buildings serving grades 6 through 12 are required to create a multidisciplinary threat assessment team by March 24, 2023. Please contact Julie Kadri with any questions. Please visit the ESCLEW School Safety Compliance Requirements LiveBinder for more information on school safety and compliance. Access Key: safety</p>	
Recent Site Visit Highlights	I last visited the schools on October 6 th and will visit them again on November 2nd. We will discuss staffing needs, fall testing, school safety, and other rubric items on the site visit sheet. In addition to those monthly discussion items, I will interview 3 staff members.	
Financial Update	Linda Moye, Financial Consultant, recently talked with Scott Pittman, SAM Treasurer regarding the schools' finances. She reported that she has no issues or concerns.	

2021 – 2022 Governing Authority Goal (Attachment 11.6)				
Goal	NA, not completed yet.			
Evidence				
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

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

In your sponsor update you will want to share the following:

Kurt Aey, the director of ESCLEW Community Schools sent an email containing the school's Annual Performance Report. 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 year in review. You will also see within this report how your school has performed as compared to previous years in the current term of the contract. The Annual Performance Report also provides an overview of your school's enrollment demographics for the 2021-2022 school year.

The ESC of Lake Erie West 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 any 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.

This information will also be included in the Governing Authority update in the November Sponsor Newsletter. If you share the information in the October meeting, you are not required to share again in November.

SINGLE ACTION SHOOTING SOCIETY

SINGLE ACTION SHOOTING SOCIETY



Governing Authority Resolution January 4, 2023

Be it Resolved, the Governing Authority has conducted an annual review of the School's Racial and Ethnic Balances based on the following data:

2021-2022 School Year

Total Enrollment

Summit Academy	152
Xenia City	3832

Racial and Ethnic Balances

	Summit	Xenia City
	%	%
Am. Indian/Alaskan Native	NC	NC
Asian/Pacific Islander	NC	0.4
Black, Non-Hispanic	6.6	10.2
Hispanic	NC	2.5
Multiracial	NC	13.7
White, Non-Hispanic	86.1	73.1
Students with Disabilities	71.2	18.4
Economic Disadvantage	100	93.5
English Learner	NC	NC
Migrant	NC	NC

If enrollment is less than 10, results are Not Calculated (NC)

Signed:

Governing Authority President/Secretary/Presiding Member



Governing Authority Resolution January 4, 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. 4
TO OHIO COMMUNITY SCHOOL CONTRACT
BY and BETWEEN
Educational Service Center of Lake Erie West (“Sponsor” or “ESCLEW”)
AND
Summit Academy Community School for Alternative Learners – Xenia (“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, 2020; 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 “four (4)” and insert “five (5)” 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 for
Alternative Learners - Xenia**

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 4, 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 4, 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



Governing Authority Resolution January 4, 2023

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

Signed:

Governing Authority President/Secretary/Presiding Member



Summit Academy SCHOOLS

MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL

Month and Year: November 2022

Official School Name: Summit Academy School for Alternative Learners

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: 11-8-2022 Type: Lease

SECOND STUDENT

Date: 11-8-2022 Type: AES Bill

MONTHLY VERIFICATION

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

FIRST STUDENT

Date: 11-8-2022 Details: In Person

SECOND STUDENT

Date: 11-8-2022 Details: Phone

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: Danita Beason

Completed By Printed: Danita Beason Date: 11-8-2022

Director Signature: [Signature]

Director Printed: Marissa Raux Date: 11-8-2022



Summit Academy SCHOOLS

MONTHLY RESIDENCY VERIFICATION FORM FOR BOARD APPROVAL

Month and Year: December 2022

Official School Name: Summit Academy School for Alternative Learners - Xenia

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: 12-12-2022

Type: AES Bill

SECOND STUDENT

Date: 12-12-2022

Type: AES Bill

MONTHLY VERIFICATION

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

FIRST STUDENT

Date: 12-12-2022

Details: Phone

SECOND STUDENT

Date: 12-12-2022

Details: Text

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: Danita Beason

Completed By Printed: Danita Beason Date: 12-12-2022

Director Signature: Marissa Raux

Director Printed: Marissa Raux Date: 12-12-2022



Monthly Financial Report for Community School for Alternative Learners Xenia

October of Fiscal Year 2023

080	FY2023 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FYTD	% OF BUDGET
ENROLLMENT															
TOTAL STUDENT FTE (CS FUNDING REPORTS)	164.26	151.61	151.61	151.61	144.80									149.91	91%
OPERATIONAL REVENUES															
General Fund Revenue (001)	\$ 2,907,897	\$ 228,860	\$ 233,793	\$ 315,014	\$ 196,256	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 973,923	33%
Capital Improvement Revenue (003)	\$ 75,299	\$ 6,273	\$ 6,273	\$ 6,273	\$ 5,816	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,634	33%
Food Services Revenue (006)	\$ 93,101	\$ 10,844	\$ -	\$ -	\$ 628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,472	12%
Student Fee Revenue (009)	\$ 7,605	\$ -	\$ 352	\$ 1,322	\$ 1,284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,958	39%
Grant Revenue (400's, 500's)	\$ 853,374	\$ 9,353	\$ 45,790	\$ -	\$ 63,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,450	14%
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OPERATIONAL REVENUE	\$ 3,937,276	\$ 255,330	\$ 286,207	\$ 322,609	\$ 267,291	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,131,438	29%
OPERATIONAL EXPENDITURES															
GENERAL FUND EXPENDITURES															
Personnel Services (Salaries and Wages)	\$ 796,289	\$ 78,963	\$ 96,204	\$ 33,329	\$ 126,863	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 335,358	42%
Fringe Benefits	\$ 171,540	\$ 20,064	\$ 26,387	\$ 4,409	\$ 35,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,109	50%
Purchased Services - Non-Employees	\$ 254,379	\$ 1,526	\$ 10,306	\$ 19,198	\$ 48,248	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,278	31%
Purchased Services - Management Company Fees	\$ 650,486	\$ 38,910	\$ 37,243	\$ 32,306	\$ 35,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,277	22%
Purchased Services - Sponsorship Fees	\$ 68,820	\$ 5,878	\$ 5,880	\$ 6,333	\$ 5,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,507	34%
Communications & Utilities	\$ 60,929	\$ 3,691	\$ 2,868	\$ 5,605	\$ 5,219	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,384	29%
Equipment Lease (Copiers, Computers, Vehicles, etc.)	\$ 5,465	\$ 439	\$ 439	\$ 439	\$ 439	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,755	32%
Rent / Lease (Building / Facility)	\$ 96,255	\$ 8,021	\$ 8,021	\$ 10,027	\$ 10,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,096	37%
Repairs and Maintenance	\$ 185,966	\$ 15,237	\$ 13,079	\$ 17,434	\$ 13,484	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,235	32%
Materials, Supplies, and Textbooks	\$ 38,151	\$ 39	\$ 5,148	\$ 1,448	\$ 17,329	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,964	63%
Capital Outlay (Equipment, Buses, etc.)	\$ 12,866	\$ -	\$ -	\$ -	\$ 2,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,269	18%
All Other Objects	\$ 26,410	\$ 10,191	\$ 4,090	\$ 2,153	\$ 4,192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,626	78%
TOTAL GENERAL FUND EXPENDITURES	\$ 2,367,555	\$ 182,959	\$ 209,664	\$ 132,681	\$ 304,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 829,858	35%
OTHER EXPENDITURES															
Capital Improvement Expenditures	\$ 25,000	\$ 3,130	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,130	13%
Food Services Expenditures	\$ 105,645	\$ -	\$ 238	\$ 21,529	\$ 15,845	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,613	36%
Student Fee Expenditures	\$ 7,640	\$ -	\$ 1,109	\$ 470	\$ 1,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,196	42%
Grant Expenditures	\$ 1,028,795	\$ 30,950	\$ 23,995	\$ 127,045	\$ 1,975	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,965	18%
Other Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OTHER EXPENDITURES	\$ 1,167,080	\$ 34,080	\$ 25,343	\$ 149,045	\$ 19,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,904	20%
TOTALS															
TOTAL OPERATIONAL EXPENDITURES	\$ 3,534,635	\$ 217,039	\$ 235,007	\$ 281,726	\$ 323,991	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,057,762	30%
TOTAL EXCESS OR (SHORTFALL)	\$ 402,640	\$ 38,292	\$ 51,200	\$ 40,883	\$ (56,700)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,676	18%
REVENUE PER STUDENT	\$ 23,970	\$ 1,684	\$ 1,888	\$ 2,128	\$ 1,846	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,548	
EXPENSE PER STUDENT	\$ 21,519	\$ 1,432	\$ 1,550	\$ 1,858	\$ 2,238	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,056	
TOTAL EXCESS OR (SHORTFALL) PER STUDENT	\$ 2,451	\$ 253	\$ 338	\$ 270	\$ (392)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 491	

based on current enrollment

CASH															
Cash Balance - Beginning of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Credits		\$ 237,477	\$ 268,354	\$ 304,756	\$ 249,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debits		\$ (237,477)	\$ (268,354)	\$ (304,756)	\$ (249,387)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cash Balance - End of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
BANK RECONCILIATION COMPLETED?															
		YES	YES	YES	YES										

FEDERAL FUNDS											
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	\$ -	\$ -	0%	TITLE IV FY23	\$ 10,000.00	\$ -	0%
ESSER FY2022	\$ -	\$ -	0%	TITLE IV FY22	\$ -	\$ 1,999.99	0%	ECSE FY2023	\$ -	\$ -	0%
ESSER II FY22	\$ -	\$ 15,084.22	0%	ECSE FY2022	\$ -	\$ -	0%	TITLE IIA FY2023	\$ 11,770.88	\$ 121.48	1%
ARP ESSER FY22	\$ -	\$ 76,406.53	0%	TITLE IIA FY2022	\$ -	\$ -	0%	NC SSI FY2023	\$ -	\$ -	0%
IDEA B FY2022	\$ -	\$ 14,149.30	0%	ESSER II FY23	\$ 159,168.23	\$ -	0%	ARP IDEA FY22	\$ -	\$ 1,508.05	0%
NC SSI FY2022	\$ -	\$ -	0%	ARP ESSER FY23	\$ 418,409.28	\$ -	0%		\$ -	\$ -	0%
SIG FY2022	\$ -	\$ -	0%	IDEA B FY2023	\$ 107,425.62	\$ -	0%		\$ -	\$ -	0%
TITLE I FY2022	\$ -	\$ -	0%	TITLE I FY2023	\$ 89,343.16	\$ -	0%		\$ -	\$ -	0%
TITLE I NEGLECTED FY2022	\$ -	\$ -	0%	TITLE I NEGLECTED FY2023	\$ -	\$ -	0%		\$ -	\$ -	0%
SQIG FY2022	\$ -	\$ 9,180.00	0%	EONC FY23	\$ -	\$ -	0%		\$ -	\$ -	0%

Total YTD Grant Revenue	\$ 118,449.57
	\$ -



Monthly Financial Report for Community School for Alternative Learners Xenia
November of Fiscal Year 2023

080	FY2023 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FYTD	% OF BUDGET
ENROLLMENT															
TOTAL STUDENT FTE (CS FUNDING REPORTS)	164.26	151.61	151.61	151.61	144.80	147.96								149.52	91%
OPERATIONAL REVENUES															
General Fund Revenue (001)	\$ 2,907,897	\$ 228,860	\$ 233,793	\$ 315,014	\$ 196,256	\$ 205,661	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,179,584	41%
Capital Improvement Revenue (003)	\$ 75,299	\$ 6,273	\$ 6,273	\$ 6,273	\$ 5,816	\$ 5,916	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,551	41%
Food Services Revenue (006)	\$ 93,101	\$ 10,844	\$ -	\$ -	\$ 628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,472	12%
Student Fee Revenue (009)	\$ 7,605	\$ -	\$ 352	\$ 1,322	\$ 1,284	\$ 547	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,505	46%
Grant Revenue (400's, 500's)	\$ 853,374	\$ 9,353	\$ 45,790	\$ -	\$ 63,307	\$ (13,053)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,397	12%
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OPERATIONAL REVENUE	\$ 3,937,276	\$ 255,330	\$ 286,207	\$ 322,609	\$ 267,291	\$ 199,071	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,330,508	34%
OPERATIONAL EXPENDITURES															
GENERAL FUND EXPENDITURES															
Personnel Services (Salaries and Wages)	\$ 796,289	\$ 78,963	\$ 96,204	\$ 33,329	\$ 126,863	\$ 59,535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 394,893	50%
Fringe Benefits	\$ 171,540	\$ 20,064	\$ 26,387	\$ 4,409	\$ 35,250	\$ 15,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,888	59%
Purchased Services - Non-Employees	\$ 254,379	\$ 1,526	\$ 10,306	\$ 19,198	\$ 48,248	\$ 25,826	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,104	41%
Purchased Services - Management Company Fees	\$ 650,486	\$ 38,910	\$ 37,243	\$ 32,306	\$ 35,818	\$ 39,059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,336	28%
Purchased Services - Sponsorship Fees	\$ 68,820	\$ 5,878	\$ 5,880	\$ 6,333	\$ 5,416	\$ 5,729	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,237	42%
Communications & Utilities	\$ 60,929	\$ 3,691	\$ 2,868	\$ 5,605	\$ 5,219	\$ 4,242	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,626	35%
Equipment Lease (Copiers, Computers, Vehicles, etc.)	\$ 5,465	\$ 439	\$ 439	\$ 439	\$ 439	\$ 439	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,194	40%
Rent / Lease (Building / Facility)	\$ 96,255	\$ 8,021	\$ 8,021	\$ 10,027	\$ 10,027	\$ 10,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,122	48%
Repairs and Maintenance	\$ 185,966	\$ 15,237	\$ 13,079	\$ 17,434	\$ 13,484	\$ 14,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,789	40%
Materials, Supplies, and Textbooks	\$ 38,151	\$ 39	\$ 5,148	\$ 1,448	\$ 17,329	\$ 2,665	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,629	70%
Capital Outlay (Equipment, Buses, etc.)	\$ 12,866	\$ -	\$ -	\$ -	\$ 2,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,269	18%
All Other Objects	\$ 26,410	\$ 10,191	\$ 4,090	\$ 2,153	\$ 4,192	\$ 2,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,474	89%
TOTAL GENERAL FUND EXPENDITURES	\$ 2,367,555	\$ 182,959	\$ 209,664	\$ 132,681	\$ 304,554	\$ 180,703	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,010,560	43%
OTHER EXPENDITURES															
Capital Improvement Expenditures	\$ 25,000	\$ 3,130	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,130	13%
Food Services Expenditures	\$ 105,645	\$ -	\$ 238	\$ 21,529	\$ 15,845	\$ 11,266	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,879	46%
Student Fee Expenditures	\$ 7,640	\$ -	\$ 1,109	\$ 470	\$ 1,616	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,896	51%
Grant Expenditures	\$ 1,028,795	\$ 30,950	\$ 23,995	\$ 127,045	\$ 1,975	\$ 103,654	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 287,620	28%
Other Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL OTHER EXPENDITURES	\$ 1,167,080	\$ 34,080	\$ 25,343	\$ 149,045	\$ 19,437	\$ 115,621	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 343,525	29%
TOTALS															
TOTAL OPERATIONAL EXPENDITURES	\$ 3,534,635	\$ 217,039	\$ 235,007	\$ 281,726	\$ 323,991	\$ 296,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,354,085	38%
TOTAL EXCESS OR (SHORTFALL)	\$ 402,640	\$ 38,292	\$ 51,200	\$ 40,883	\$ (56,700)	\$ (97,252)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (23,577)	-6%
REVENUE PER STUDENT	\$ 23,970	\$ 1,684	\$ 1,888	\$ 2,128	\$ 1,846	\$ 1,345	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,899	
EXPENSE PER STUDENT	\$ 21,519	\$ 1,432	\$ 1,550	\$ 1,858	\$ 2,238	\$ 2,003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,056	
TOTAL EXCESS OR (SHORTFALL) PER STUDENT	\$ 2,451	\$ 253	\$ 338	\$ 270	\$ (392)	\$ (657)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (158)	

based on current enrollment

CASH															
Cash Balance - Beginning of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Credits		\$ 237,477	\$ 268,354	\$ 304,756	\$ 249,387	\$ 202,728	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debits		\$ (237,477)	\$ (268,354)	\$ (304,756)	\$ (249,387)	\$ (202,728)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cash Balance - End of Month		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
BANK RECONCILIATION COMPLETED?															
		YES	YES	YES	YES	YES									

FEDERAL FUNDS											
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	\$ -	\$ -	0%	EONC FY23	\$ -	\$ -	0%
ESSER FY2022	\$ -	\$ -	0%	TITLE IV FY22	\$ -	\$ 1,999.99	0%	TITLE IV FY23	\$ 10,000.00	\$ -	0%
ESSER II FY22	\$ -	\$ 15,084.22	0%	ECSE FY2022	\$ -	\$ -	0%	ECSE FY2023	\$ -	\$ -	0%
ARP ESSER FY22	\$ -	\$ 76,406.53	0%	TITLE IIA FY2022	\$ -	\$ -	0%	TITLE IIA FY2023	\$ 11,770.88	\$ 121.48	1%
IDEA B FY2022	\$ -	\$ 14,149.30	0%	ARP IDEA FY22	\$ -	\$ 1,508.05	0%	NC SSI FY2023	\$ -	\$ -	0%
NC SSI FY2022	\$ -	\$ -	0%	ESSER II FY23	\$ 159,168.23	\$ -	0%	ARP IDEA FY23	\$ -	\$ -	0%
SIG FY2022	\$ -	\$ -	0%	ARP ESSER FY23	\$ 418,409.28	\$ -	0%		\$ -	\$ -	0%
TITLE I FY2022	\$ -	\$ (13,052.67)	0%	IDEA B FY2023	\$ 107,425.62	\$ -	0%		\$ -	\$ -	0%
TITLE I NEGLECTED FY2022	\$ -	\$ -	0%	TITLE I FY2023	\$ 89,343.16	\$ -	0%		\$ -	\$ -	0%
SQIG FY2022	\$ -	\$ 9,180.00	0%	TITLE I NEGLECTED FY2023	\$ -	\$ -	0%		\$ -	\$ -	0%

Total YTD Grant Revenue	\$ 105,396.90
	\$ -

OCTOBER CHECK REGISTER							
CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
66300	10/07/22	STAPLES ADVANTAGE	0010000250008000	848	BANK DEPOSIT STAMP	\$ (7.99)	080
66300	10/07/22	STAPLES ADVANTAGE	0010000250008000	848	BANK DEPOSIT STAMP	\$ 37.98	080
66301	10/07/22	EDMENTUM INC	0010000110008000	511	Q#395827 / CORE LIB	\$ 525.00	080
66305	10/07/22	REA & ASSOCIATES IN	0010000250008000	843	FY22 OCBOA SCHOOL F	\$ 175.00	080
66305	10/07/22	REA & ASSOCIATES IN	0010000250008000	843	AUDIT SCHOOLS_FY22	\$ 292.00	080
66305	10/07/22	REA & ASSOCIATES IN	0010000250008000	843	AUDIT SCHOOLS_FY22	\$ 1,000.00	080
66316	10/07/22	GUARDIAN ALARM COMP	0010000276008000	429	FY23 ALARM MONITORI	\$ 90.00	080
66317	10/07/22	HAMPTON INN & SUITE	0010000123008000	439	C. KEENER / SITE VI	\$ 38.15	080
66321	10/07/22	BLUE TECHNOLOGIES	0010000296008000	429	COPIER CLICK COUNTS	\$ 463.83	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,241.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66335	10/07/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66337	10/07/22	HEALTHCARE BILLING	0010000241608000	419	XENSCH-FY20 FINAL S	\$ 5,862.83	080
66337	10/07/22	HEALTHCARE BILLING	0010000241608000	419	XENELE	\$ 52.05	080
66348	10/07/22	PITNEY BOWES RESERV	0010000250008000	443	SEPT POSTAGE	\$ 130.25	080
66361	10/07/22	CENTERPOINT ENERGY	0010000270008000	453	GAS SERVICES	\$ 321.98	080
66362	10/07/22	VERIZON WIRELESS	0010000296008000	441	VERIZON - CELLULAR	\$ 60.00	080
V1876	10/07/22	TDG FACILITIES SERV	0010000270008000	423	FY23 MAINT/JANITORI	\$ 12,359.90	080
66313	10/07/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 3,107.50	080
V1882	10/10/22	PITNEY BOWES (SENDP	0010000250008000	443	POSTAGE SENDPRO_QTR	\$ 53.01	080
V1884	10/10/22	HP FINANCIAL SERVIC	0010000296008000	426	(ADM \$100.27 - SCH	\$ 100.10	080
66385	10/14/22	MCGRAW HILL SCHOOL	0010000200008000	510	QUOTE NUMBER:	\$ 1,548.59	080
66385	10/14/22	MCGRAW HILL SCHOOL	0010000200008000	510	QUOTE NUMBER:	\$ 10,472.32	080
66386	10/14/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 296.62	080
66388	10/14/22	OAASFEP CONFERENCE	0010000220008000	412	2022 OAASFEP FALL C	\$ 37.50	080
66409	10/14/22	HANOVER INSURANCE G	0010000250008000	855	6/30/22-6/30/23 INS	\$ 80.37	080
66410	10/14/22	HOLIDAY INN_FAIRBOR	0010000270008000	429	9/21 G MUELLER SCHO	\$ 59.72	080
66414	10/14/22	OHIO MOBILE SHREDDI	0010000241508000	422	SHREDDING SERVICES	\$ 93.71	080
66417	10/14/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66420	10/14/22	SHC SERVICES INC	0010000214208000	413	SY23 HEALTH SRVC .	\$ 79.31	080
66420	10/14/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 792.44	080
66420	10/14/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 2,349.14	080
66420	10/14/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 2,563.81	080
66420	10/14/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 2,804.92	080
66433	10/14/22	CHARTER COMMUNICATI	0010000296008000	441	XENIA PHONES	\$ 215.59	080
66439	10/14/22	AES OHIO	0010000270008000	451	ELECTRIC SERVICES	\$ 534.47	080
V1894	10/14/22	MARI LYNN DEW	0010000241108000	431	9/1 HOME-XENELE-HOM	\$ 93.75	080
V1897	10/14/22	CAITLIN G KEENER	0010000123008000	431	9/6 HOME-DAYSCH-XEN	\$ 61.25	080

OCTOBER CHECK REGISTER							
CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
V1900	10/14/22	MARK ALAN MICHAEL	0010000230008000	433	8/1 HOME-XENELE-YAN	\$ 43.12	080
V1902	10/14/22	TIMOTHY SCOTT PITTM	0010000250008000	433	9/22 HOME-MIDELE-HO	\$ 85.00	080
V1904	10/14/22	SARA RHIANNON MARIE	0010000241108000	431	9/1, 9/7 HOME-XENEL	\$ 127.50	080
V1904	10/14/22	SARA RHIANNON MARIE	0010000241108000	431	9/22 HOME-XENELE-HO	\$ 63.75	080
V1906	10/14/22	CHARLES D SLUTZ	0010000224008000	431	9/8 HOME-XNELE-HOME	\$ 36.25	080
V1906	10/14/22	CHARLES D SLUTZ	0010000224008000	431	9/29 HOME-XENELE-HO	\$ 36.25	080
V1909	10/14/22	STEVEN GARY WICK	0010000296008000	433	8/23 HOME-CINTRA-XE	\$ 25.63	080
66404	10/14/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 2,486.00	080
66444	10/17/22	SAVVAS LEARNING CEN	0010000110008000	511	Q#205393-2 (ENVISIO	\$ 249.00	080
V1912	10/17/22	ESC OF LAKE ERIE WE	0010000250008000	415	SPONSOR FEES	\$ 5,415.99	080
66457	10/21/22	STAPLES ADVANTAGE	0010000110008000	511	CLASSROOM SUPPLIES	\$ 506.19	080
66457	10/21/22	STAPLES ADVANTAGE	0010000110008000	511	CLASSROOM SUPPLIES	\$ 31.60	080
66470	10/21/22	SCENARIO LEARNING	0010000276008000	413	SAFESCHOOLS INCIDEN	\$ 235.00	080
66480	10/21/22	HANOVER INSURANCE G	0010000250008000	855	6/30/22-6/30/23 INS	\$ 1,986.28	080
66480	10/21/22	HANOVER INSURANCE G	0010000250008000	855	6/30/22-6/30/23 INS	\$ 628.54	080
66481	10/21/22	HOLIDAY INN_FAIRBOR	0010000276008000	439	G MUELLER SCHOOL VI	\$ 36.74	080
66486	10/21/22	SAVVAS LEARNING CEN	0010000110008000	511	Q#207847-1 / MY WOR	\$ 372.60	080
66486	10/21/22	SAVVAS LEARNING CEN	0010000110008000	511	Q#207847-1 / MY WOR	\$ 1,441.80	080
66487	10/21/22	ALPHA SECURITY LLC	0010000276008000	429	3RD QTR ALARM RESPO	\$ 90.00	080
66495	10/21/22	DIRECT ENERGY BUISN	0010000270008000	451	ELECTRIC SERVICES	\$ 2,302.33	080
66477	10/21/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 3,107.50	080
66460	10/21/22	JUST INK TEES	0090000110008000	511	Q#1216 / STUDENT SH	\$ 1,432.93	080
V1923	10/24/22	HNB MASTERCARD	0010000270008000	839	XENIA TRAILERS	\$ 10,026.56	080
V1923	10/24/22	HNB MASTERCARD	0090000110008000	899	9/29 CELEBRATION SU	\$ 25.44	080
V1923	10/24/22	HNB MASTERCARD	0090000110008000	899	9/29 CELEBRATION SU	\$ 29.95	080
V1923	10/24/22	HNB MASTERCARD	0090000110008000	899	9/29 CELEBRATION SU	\$ 75.96	080
V1924	10/26/22	CIT	0010000296008000	426	COPIER LEASES	\$ 338.74	080
66519	10/27/22	MCGRAW HILL SCHOOL	0010000200008000	510	QUOTE NUMBER:	\$ 1,548.33	080
66542	10/27/22	BLUE TECHNOLOGIES	0010000296008000	429	COPIER CLICK COUNTS	\$ 327.19	080
66552	10/27/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66552	10/27/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66556	10/27/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 2,700.80	080
66556	10/27/22	SHC SERVICES INC	0010000214208000	413	SY23 HEALTH SRVC .	\$ 396.55	080
66556	10/27/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 1,735.78	080
66556	10/27/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 2,025.61	080
66556	10/27/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 2,064.38	080
66579	10/27/22	AT T	0010000296008000	441	XENIA ALARM LINES	\$ 176.92	080
66582	10/27/22	CITY OF XENIA	0010000270008000	452	WATER SERVICES	\$ 308.03	080
66536	10/27/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 2,486.00	080
66605	11/04/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 30.56	080
66605	11/04/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 197.74	080
66631	11/04/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080

OCTOBER CHECK REGISTER								
CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT		OPU
66634	11/04/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$	1,809.37	080
66634	11/04/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$	2,599.94	080
66654	11/04/22	CENTERPOINT ENERGY	0010000270008000	453	GAS SERVICES	\$	1,116.65	080
66620	11/04/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$	3,107.50	080

NOVEMBER CHECK REGISTER

CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
V1944	11/09/22	HP FINANCIAL SERVIC	0010000296008000	426	(ADM \$100.27 - SCH	\$ 100.09	080
66685	11/11/22	REA & ASSOCIATES IN	0010000250008000	843	AUDIT SCHOOLS_FY22	\$ 584.00	080
66702	11/11/22	JOHNSON CONTROLS SE	0010000276008000	429	FY23 MONITORING (FI	\$ 75.35	080
66703	11/11/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66705	11/11/22	SHC SERVICES INC	0010000214208000	413	SY23 HEALTH SRVC .	\$ 317.24	080
66705	11/11/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 1,843.10	080
66705	11/11/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 2,608.79	080
66706	11/11/22	HEALTHCARE BILLING	0010000241608000	419	XENELE	\$ 168.40	080
66714	11/11/22	PITNEY BOWES RESERV	0010000250008000	443	OCT POSTAGE REFILLS	\$ 168.99	080
66718	11/11/22	CHARTER COMMUNICATI	0010000296008000	441	XENIA PHONES	\$ 215.59	080
66721	11/11/22	VERIZON WIRELESS	0010000296008000	441	VERIZON - CELLULAR	\$ 60.00	080
66729	11/11/22	AES OHIO	0010000270008000	451	ELECTRIC SERVICES	\$ 534.93	080
V1948	11/11/22	TDG FACILITIES SERV	0010000270008000	423	FY23 MAINT/JANITORI	\$ 12,359.90	080
V1948	11/11/22	TDG FACILITIES SERV	0010000270008000	429	RESTRIPE PARKING LI	\$ 1,837.50	080
V1949	11/11/22	STEPFANI NICKOL BAG	0010000110008000	431	10/6 131.90 X \$.625	\$ 82.44	080
V1958	11/11/22	ESC OF LAKE ERIE WE	0010000250008000	415	SPONSOR FEES	\$ 5,729.47	080
66693	11/11/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 2,486.00	080
66680	11/11/22	RENAISSANCE	5902023220008000	412	QUOTE 2826675	\$ 1,500.00	080
66737	11/18/22	MCGRAW HILL SCHOOL	0010000200008000	510	QUOTE NUMBER:	\$ 1,750.94	080
66739	11/18/22	STAPLES ADVANTAGE	0010000110008000	511	PENCIL SHARPENERS	\$ 46.54	080
66739	11/18/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 38.05	080
66739	11/18/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 147.93	080
66739	11/18/22	STAPLES ADVANTAGE	0010000110008000	512	XENELE_OFFICE SUPPL	\$ 428.87	080
66753	11/18/22	HANOVER INSURANCE G	0010000250008000	855	6/30/22-6/30/23 INS	\$ 67.21	080
66753	11/18/22	HANOVER INSURANCE G	0010000250008000	855	6/30/22-6/30/23 INS	\$ 651.07	080
66754	11/18/22	EMBASSY SUITES COLU	0010000110008000	439	COACHES PD / NOV. 7	\$ 198.14	080
66754	11/18/22	EMBASSY SUITES COLU	0010000220008000	412	HOTEL STAY FOR INST	\$ 268.40	080
66754	11/18/22	EMBASSY SUITES COLU	0010000220008000	412	MEETING ROOM FOR PD	\$ 51.13	080
66755	11/18/22	HOLIDAY INN_FAIRBOR	0010000241208000	439	10/25 HOTEL OVERNIG	\$ 22.05	080
66755	11/18/22	HOLIDAY INN_FAIRBOR	0010000241208000	439	10/25 HOTEL OVERNIG	\$ 22.05	080
66768	11/18/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66768	11/18/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66772	11/18/22	SHC SERVICES INC	0010000214208000	413	SY23 HEALTH SRVC .	\$ 793.10	080
66772	11/18/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 1,534.05	080
66772	11/18/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 1,542.94	080
66772	11/18/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 1,939.59	080
66772	11/18/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 2,721.91	080
66780	11/18/22	DIRECT ENERGY BUISN	0010000270008000	451	ELECTRIC SERVICES	\$ 1,659.63	080
V1963	11/18/22	CIT	0010000296008000	426	COPIER LEASES	\$ 338.74	080
V1965	11/18/22	SANDY L BLAIS	0010000123008000	431	8/16 102 X \$.625=\$6	\$ 63.75	080

NOVEMBER CHECK REGISTER

CHECK NUMBER	CHECK DATE	NAME	BUDGET UNIT	ACCOUNT	DESCRIPTION	TRANSACTION AMOUNT	OPU
V1975	11/18/22	MARK ALAN MICHAEL	0010000230008000	433	9/22 194 X \$.625=\$1	\$ 40.42	080
V1978	11/18/22	SARA RHIANNON MARIE	0010000241108000	431	10/19 104 X \$.625=\$	\$ 65.00	080
V1978	11/18/22	SARA RHIANNON MARIE	0010000241108000	431	10/27 104 X \$.625=\$	\$ 65.00	080
66750	11/18/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 2,486.00	080
66750	11/18/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 3,107.50	080
66763	11/18/22	MUSE MACHINE	0090000110008000	511	PTST / MUSE MACHINE	\$ 700.00	080
66807	11/22/22	RENAISSANCE	0010000220008000	412	QUOTE # 2853505	\$ 300.00	080
66807	11/22/22	RENAISSANCE	0010000220008000	412	QUOTE # 2875783	\$ 30.00	080
66839	11/22/22	AT T	0010000296008000	441	XENIA ALARM LINES	\$ 177.67	080
66842	11/22/22	CITY OF XENIA	0010000270008000	452	WATER SERVICES	\$ 386.22	080
V1984	11/22/22	LAURA A VERDOORN	0010000220008000	412	10/3, 10/4 94.2 X \$	\$ 4.90	080
V1987	11/28/22	HNB MASTERCARD	0010000270008000	839	XENIA TRAILERS	\$ 10,026.56	080
V1987	11/28/22	HNB MASTERCARD	0010000220008000	412	OAASFEP_10/23-10/24	\$ 34.00	080
V1987	11/28/22	HNB MASTERCARD	5162023123408000	519	SPM-2 CHILD ONLINE	\$ 304.00	080
V1987	11/28/22	HNB MASTERCARD	5162023123408000	519	SPM-2 ADOLESCENT HO	\$ 14.00	080
66862	12/01/22	STAPLES ADVANTAGE	0010000110008000	511	PENCIL SHARPENERS	\$ (46.54)	080
66862	12/01/22	STAPLES ADVANTAGE	0010000110008000	511	PENCIL SHARPENERS	\$ 46.54	080
66862	12/01/22	STAPLES ADVANTAGE	0010000110008000	511	PENCIL SHARPENERS	\$ 252.70	080
66875	12/01/22	HUNTINGTON INSURANC	0010000250008000	855	STUDENT ACTIVITY PO	\$ 1,545.80	080
66876	12/01/22	BLUE TECHNOLOGIES	0010000296008000	429	COPIER CLICK COUNTS	\$ 281.16	080
66884	12/01/22	SUNBELT STAFFING	0010000214208000	413	TELE-SPED / L. SMIT	\$ 1,825.00	080
66886	12/01/22	SHC SERVICES INC	0010000215208000	413	SY23 HEALTH SRVC .	\$ 1,895.94	080
66886	12/01/22	SHC SERVICES INC	0010000218108000	413	SY23 HEALTH SRVC .	\$ 1,913.54	080
66902	12/01/22	CENTERPOINT ENERGY	0010000270008000	453	GAS SERVICES	\$ 1,038.53	080
66869	12/01/22	DAYCARE CATERING SE	0060000312008000	462	XENELE FY23 BLANKET	\$ 1,243.00	080

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	0010000276008000	514	XENELE	14433	ALLIED 100	400.00	-	10/06/22	FIRST AID SUPPLIES (MANNE	-	400.00
41126-01	5902023220008000	510	XENELE	10241	BARNES & NOBLE BOOKSELLE	99.90	-	10/17/22	READING COMPREHENSION BLU	-	99.90
41137-01	0010000220008000	412	XENELE	11653	EMBASSY SUITES COLUMBUS	268.40	-	10/19/22	HOTEL STAY FOR INSTRUCTIO	-	268.40
41138-01	0010000220008000	412	XENELE	11653	EMBASSY SUITES COLUMBUS	51.13	-	10/19/22	MEETING ROOM FOR PD	-	51.13
41022-01	0010000220008000	412	XENELE	14808	HNB MASTERCARD	41.67	-	10/06/22	OAASFEP_10/23-10/24 HOTEL	-	41.67
41025-01	5162023123408000	519	XENELE	14808	HNB MASTERCARD	304.00	-	10/06/22	SPM-2 CHILD ONLINE KIT WI	-	304.00
41025-02	5162023123408000	519	XENELE	14808	HNB MASTERCARD	14.00	-	10/06/22	SPM-2 ADOLESCENT HOME ONL	-	14.00
41217-01	0010000241208000	439	XENELE	12835	HOLIDAY INN_FAIRBORN	42.40	-	10/26/22	10/25 HOTEL OVERNIGHT - S	-	42.40
41021-01	0010000220008000	412	XENELE	10434	OAASFEP CONFERENCE	37.50	1.95	10/06/22	2022 OAASFEP FALL COORDIN	37.50	1.95
			Grand Total			1,259.00	1.95			37.50	1,223.45

NOVEMBER 2022 PURCHASE ORDER LIST

PURCHASE				VENDOR		ORIGINAL	CHANGE	DATE	DESCRIPTION	TOTAL	BALANCE
ORDER #	BUDGET UNIT	ACCOUNT	ORGANIZATION	NUMBER	VENDOR NAME	ENCUMBER AMOUNT	AMOUNT	ENCUMBERED		PAYMENT AMOUNT	
41304-01	0010000220008000	412	XENELE	15175	DR LORI ELLIOTT EDUCATIO	214.28		0 11/07/22	11/7/2022 PD	-	214.28
41453-01	5365023220008000	412	XENELE	14813	ERVIN EDUCATIONAL CONSUL	6,000.00		0 11/28/22	02/03 & 02/07 PD	-	6,000.00
41474-01	5365023220008000	412	XENELE	14813	ERVIN EDUCATIONAL CONSUL	3,000.00		0 11/29/22	01/27/2023 PD	-	3,000.00
41354-01	0010000242208000	432	XENELE	14808	HNB MASTERCARD	125.00		0 11/11/22	HOTEL STAYS FOR OAESA CON	-	125.00
41374-01	0010000270008000	439	XENELE	14808	HNB MASTERCARD	53.58		0 11/15/22	11/15-11/18 HOTEL BEVERLY	-	53.58
41415-01	0010000110008000	511	XENELE	14808	HNB MASTERCARD	250.00		0 11/18/22	11/22 PBIS EVENT SUPPLIES	-	250.00
41477-01	0090000110008000	899	XENELE	14808	HNB MASTERCARD	782.75		0 11/29/22	MIDLAND FUNDRAISER PRODUC	-	782.75
41494-01	0010000200008000	510	XENELE	10393	LEXIA LEARNING SYSTEMS I	2,003.08		0 11/30/22	Q-489862-3	-	2,003.08
41290-01	5902023220008000	412	XENELE	14778	NCS PEARSON EVALUATION S	105.00		4 11/07/22	ASSESSMENT VOUCHER	-	109.00
41290-02	5902023220008000	412	XENELE	14778	NCS PEARSON EVALUATION S	29.95		0 11/07/22	PRACTICE ASSESSMENT VOUCH	-	29.95
41355-01	0010000242208000	432	XENELE	12919	OAESA - SAIL FOR EDUCATI	270.00		0 11/11/22	11/17-11/18 OAESA CONFERE	-	270.00
41328-01	0010000270008000	429	XENELE	14942	TDG FACILITIES SERVICES	1,732.50		0 11/08/22	WO193666 MOVING SERVICES	-	1,732.50
Grand Total						14,566.14		4		-	14,570.14



Governing Authority Resolution January 4, 2023

Whereas, the Governing Authority entered into a management agreement with Summit Academy Management (SAM) to provide day-to-day management of the School; and,

Whereas, the management agreement specifies that SAM will provide fiscal services including, but not limited to, providing the Governing Authority with a licensed individual to serve as the School's Designated Fiscal Officer; Therefore, Be It

Resolved, that the Governing Authority hereby:

1. Waives the requirement, pursuant to Section 3314.011 (D) of the Revised Code, that the Governing Authority be the entity to employ or contract with a Designated Fiscal Officer; and,
2. Requests that the School's Sponsor approve this resolution for the 2023-2024 school year and provide a copy of this resolution to the Ohio Department of Education.

Signed:

Governing Authority President/Secretary/Presiding Officer



Director's Report

Month(s): December

School: Summit Academy Community School for Alternative Learners- Xenia

Director: Marissa Raux

STUDENTS

Enrollment: 162 (13 at the Greene County Career Center)

Attendance Rate: 89.63%

Suspensions/Expulsions: 3

Additional Comments:

STAFF

Vacancies: 2

New Hires: 1

Teacher/Student Ratio: 7:1

Additional Comments:

ACADEMICS

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

- STAR Reading and Math Progress Monitoring Assessments
- End of Course exam December make ups

Additional Comments:

EVENTS – Please list any recent or upcoming events

- Winter Family Night: 12/8/22
- Holiday Spirit Week: 12/12-12/16
- Holiday Door Decorating Contest
- Bookmobile
- S.T.O.R.M. Falcons Martial Arts Demo Team
- Art Club
- Drama Club starting up in January



- TBTs collaborating to plan and implement reading intervention strategies
- Behavioral Leadership training in January and February with teachers
- Building-wide MTSS professional development: 1/2/23

SUMMIT ACADEMY MANAGEMENT

2791 Mogadore Road | Akron, Ohio 44312

**Summit Academy**
SCHOOLS
*Learning Without Limits***CEO Report**

The continuous focus is on achieving the Mission and Strategic Plan of Summit Academy Management.

The strategic plan is focused on four key strategies:

1. Improve employee retention and professional growth
 - ✓ In 2022, we increased salaries of all school staff, and enhanced our benefits package
 - ✓ Initiated a New Leader Academy growth forum, with nine Building Leaders
2. Increase student achievement
 - ✓ Fall Assessment (next page)
 - ✓ Working with our lobbyist on a current legislative initiative in the Senate
3. Build an infrastructure that utilizes automation and reduces manual entry
 - ✓ Trials conducted on new student information system, INFINITE CAMPUS; combining our multiple data systems into one data warehouse that all schools and departments can utilize
 - ✓ Minimizing disparate entries and eliminating multiple systems registrations and paper records
4. Expand learning opportunities for students with ADD, ADHD, and Autism
 - ✓ Embracing a plan to broaden our student enrollment and retention
 - ✓ Continuing focus on our Reading Framework enrichment and fulfillment of our targeted goals
 - ✓ Extraordinary contributions of the Summit Academy's signature Therapeutic Martial Arts Program and the special, and rare, occurrence in achieving an 8th Degree Blackbelt for Master-Level Instructor Lisa Kozak and Master-Level Instructor David Willard

Ohio State Report Card Performance Index Data

According to the Ohio Department of Education, the Performance Index “measures the achievement of every student, not just whether or not they reach “proficient”. Districts and schools receive points for every student’s level of achievement. The higher the student’s level, the more points the school earns toward its index. This rewards districts and schools that improve the performance of highest- and lowest-performing students.” The state expectation for all student subgroups is to continue closing educational gaps year over year.

The data below shows the Performance Index scores for Students with Disabilities (SWD) specific to English Language Arts (ELA) and Math. The scores of each major Ohio city public school district are compared to the corresponding Summit Academy locations. Subgroups with fewer than 15 students are not rated and are shown in the table as “N<15”.

	Public City School District Serving Grades K to 12	PI ELA	PI MATH	Summit Academy School	PI ELA	PI MATH
Akron	Akron Public Schools	45.1	37.6	Summit Academy Akron Elementary (K to 5)	48.2	42.9
				Summit Academy Akron Middle (6 to 8)	56.3	40.0
				Summit Academy Akron Secondary (9 to 12)	N<15	34.2
Canton	Canton Public Schools	37.8	32.9	Summit Academy School for Alter Learn-Canton (K to 8)	52.6	37.2
				Summit Academy Secondary – Canton (9 to 12)	N<15	32.7
Cincinnati	Cincinnati Public Schools	41.3	34.3	Summit Academy Community School – Cincinnati (K to 8)	44.8	35.2
				Summit Academy Transition High School-Cincinnati (9 to 12)	N<15	31.0
Columbus	Columbus Public Schools	37.8	32.4	Summit Academy Community School-Columbus (K to 5)	N<15	N<15
				Summit Academy Middle School – Columbus (6 to 8)	41.3	34.3
				Summit Academy Transition High School-Columbus (9 to 12)	N<15	33.3
Dayton	Dayton Public Schools	37.0	30.9	Summit Academy Community School – Dayton (K to 8)	36.8	31.6
				Summit Academy Transition High School Dayton (9 to 12)	47.3	28.5
Lorain	Lorain Public Schools	36.5	31.8	Summit Academy School Alternative Learners-Lorain (K to 5)	40.8	36.9
				Summit Academy School – Lorain (6 to 12)	50.4	34.6
Middletown	Middletown Public School	41.1	35.1	Summit Academy School for Alternative Learn – Middletown (K to 6)	53.0	53.3
				Summit Academy Secondary School – Middletown (7 to 12)	52.8	38.4
Painesville	Painesville Public Schools	44.9	36.1	Summit Academy Community School – Painesville (K to 8)	54.0	32.0
Parma	Parma Public Schools	47.1	41.6	Summit Academy Community School - Parma (K to 12)	48.0	34.1
Toledo	Toledo Public Schools	38.0	32.3	Summit Academy – Toledo (K to 12)	40.3	32.3
Warren	Warren Public Schools	52.5	42.6	Summit Academy Community School-Warren (K to 7)	44.1	43.4
				Summit Academy-Warren Middle & Secondary (8 to 12)	35.8	34.3
Xenia	Xenia Public Schools	53.8	44.3	Summit Academy School Alternative Learners -Xenia (K to 12)	49.1	32.9
Youngstown	Youngstown Public Schools	34.0	32.0	Summit Academy-Youngstown (K to 7)	47.0	34.8
				Summit Academy Secondary – Youngstown (8 to 12)	45.7	30.9

Compiled by Summit Academy Schools | November 2022 | summitacademies.org



Safety

Emergency Operations Plans were updated for all schools to remain compliant with the Ohio School Safety Center and the Ohio Department of Education. These updates include establishing a new master key system, updating card access systems, and implementing temporary door-locking devices to be used in emergency/lockdown situations.

Additionally, training is being scheduled for staff on the School Gate Guardian visitor management system. Camera systems continue to be introduced to the schools as an added layer of safety, internally and externally. Exterior lighting updates are being analyzed to replace existing lighting with more energy-efficient LED lighting for sustainability, safety, and cost savings.

Federal Programs

The Federal Programs department has been focused on entering the COVID-based grants, ARP ESSER, and ESSER II applications and budgets required to receive Federal grant funds for the 2022-2023 school year.

The availability to move forward with these grants has been dependent on ODE Grants Management approvals of the prior FY22 grant year. This process has been very slow this year, delaying most applications by 2 months or more. We currently have 33 of the 48 applications approved, 12 in process, and 3 still pending ODE approval.

All federal grants in the Comprehensive Continuous Improvement Plan (CCIP) have had the carryover funds availability delayed, so we will be expediting adding these funds to budgets.

Our next big push in January will be reviewing the spending status of grant funds and preparing for the next year of grant applications. We will be working closely with Curriculum and our school-building leadership to determine the grant focus and preparation of the One Needs Assessment and One Plan.

SSIS

Beginning of the year Student (closes 12/19/22) and Staff/Course collections (closes 1/30/23) have been submitted for the deadlines listed as required by ODE. End-of-year reporting begins after the collections close.

A new reporting collection in this school year for Graduates Follow UP opened in November and closes on 1/6/23. This collection requires High Schools to follow up on how 21-22 graduates are succeeding in the era of post-graduation.

Schools on schedule for Full-Time Equivalency (FTE) reviews with Area Finance Coordinators from ODE this school year will be, Summit Academy Akron Elementary School, Summit Academy Akron Middle School, and Summit Academy Transition High School-Cincinnati.

Martial Arts

The Therapeutic Martial Arts program is continuing to gain strength as it enriches our students' lives. During the first semester, the schools focus on the Summit Academy Full Value Contract, incorporating it as a part of the school's culture. Students have emphasized three things: "I am focused", "I am in control" and "I show respect". The students say the phrases every class and the lessons reinforce these concepts so that they can be carried out throughout the school.

The Blue Star Program was brought back this year and tied in with the existing PBIS program. The students earn Blue Stars in the TMA program through positive behavior tracked in the PBIS program. Students who have earned two Blue Stars are eligible to be promoted to their next Martial Arts belt rank as part of their requirements for that rank.

The Therapeutic Martial Arts promotion ceremonies were very successful in December. However, two have been postponed until January due to illness: Canton Elementary (1/26/2023) and Painesville (1/12/2023).

This coming semester will continue the progress from the first semester. The goal is to strengthen the program even more and have it become part of the overall school culture.

SPED

The special education department is focusing on the following:

- 1) Statewide Tasks:
 - a. A workload analysis was completed to determine how to effectively allocate resources for Semester 2.

- b. We are continuing to vet and interview candidates for open Special Education Administrative school team members. A contingency plan has been created to ensure coverage where there are current openings. Current openings include:
 - i. Akron Elementary – Behavior Specialist
 - ii. Akron Secondary – Behavior Specialist/Performance Coach
 - iii. Dayton THS – Behavior Specialist
 - iv. Lorain Elementary – Lead Intervention Specialist
- c. Two special projects are being completed using available wellness funds. The projects examine the following:
 - i. Tier 1, 2, and 3 PBIS interventions: those working on this project are identifying interventions at each tier across our schools, identifying how each intervention addresses symptoms of a specific mental health diagnosis and analyzing which interventions have resulted in student progress.
 - ii. Social/Emotional Programming: those working on this project are identifying programming used in each of our schools and specific pieces of the program that address symptoms of a specific mental health diagnosis and/or a developmental disability.
- d. In anticipation of the upcoming Special Education Ratings, self-reviews will be completed as required (these are typically released in early December).
- e. Purchase orders will be created in late winter using federal IDEA B funds to purchase special education protocols and supplies.
- f. The Executive Director of Special Education is submitting a proposal to present at the Milestones national Autism conference in June 2023.

2) Training

- a. A calendar was distributed in Spring 2022 with a list of special education-specific and clinical training that will be conducted each month during the 2022-23 school year. In addition to these whole-group trainings, individual and small group trainings are held based on needs.
- b. Upcoming trainings include: Secondary Trauma (1.5 CEUs); Reporting Abuse and Neglect (1.5 CEUs); Empowerment, Self-Care, and Mindfulness (1.5 CEUs); Addressing Bullying and Grief (1.5 CEUs); Ethics (3.0 CEUs); Clinical Supervision (3.0 CEUs);

Interventions by Disability Category; Legal/Ethical Issues in Special Education Updates; Graduation and Summary of Performance; and Year-End Tasks.

- c. We will renew our CEU Provider status in Spring 2023 through the Ohio Counselor, Social Worker, and Marriage and Family Therapist Board.



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 for Alternative Learners, Middletown and Xenia and Summit Academy Secondary School - Middletown

Month: January

Presented by:	Algott Herman, Regional Technical Assistance Educator	In Person
Governing Authority Highlights / Important updates from ESCLEW	<p>In the December Sponsor Update to governing boards, Kurt Aye, Community Schools' Director posted many topics. One of those topics centered on schools' PBIS plans. He wrote:</p> <p>Ohio Administrative Code Rule 3301-35-15 established the requirement for all districts to implement positive behavioral interventions and supports (PBIS) on a system-wide basis. Per House Bill 318, the implementation of PBIS became a non-graded report card measure starting with the 2019 Ohio School Report Card. This rating can be found in the School Detail section of the 2021–2022 Ohio School Report Card. The implementation of PBIS is reported on the Ohio School Report Card as a “yes” or “no” rating. The final rating of this measure is based on the school’s self-report of one of six letter codes for PBIS in EMIS.</p> <p>The six codes are as follows: 1) Work on implementing PBIS has not yet begun. 2) Exploration and Adoption – Researching PBIS, exploring readiness, and securing staff and administration agreement to implement PBIS. 3) Installation – Creating the PBIS team, completing PBIS team training and establishing initial systems, data-decisions, policies and practices that will be required to implement PBIS. 4) Initial Implementation – Rolling out and implementing PBIS school wide, with a focus on Tier I supports. 5) Full Implementation – Implementing PBIS with all systemic components and a range of interventions (Tier I, II and III supports). 6) Innovation and Sustainability – Routinely checking fidelity and outcomes of implementation using national assessments and revising and updating practices and systems as needed.</p>	
Recent Site Visit Highlights	I visited Summit Xenia on December 2 nd and Middletown Elem and HS on December 5 th . I spoke with Marissa, Kristen, and Kelli about their student assessments, staffing needs, and other items on the monthly rubric. I reviewed both regular education student files and withdrawn student files in all three schools. I saw no issues or concerns with any of the schools' student files.	
Financial Update	Linda Moye, our financial consultant, had no issues with either school's finances.	

2021 – 2022 Governing Authority Goal (Attachment 11.6)

Goal	The 11.6 Goals had just been approved in early December and were not active prior to that acceptance.
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Educational Service Center of Lake Erie West Community Schools Center

	<p>Xenia - At least one member of the board will attend any school-hosted event. Including but not limited to, family nights, book fairs, talent show, school musical, and parent/guardian breakfast events, graduation.</p> <p>Middletown Elem. - At least one board member will attend one school event during the school year.</p> <p>Middletown HS - During monthly board meetings, a list of upcoming activities will be provided to the board so they are able to pick an event they would like to attend. We would like to have a board member present for at least 1 event during the school year.</p>			
Evidence				
Progress	No Progress <input type="checkbox"/>	Making Progress <input type="checkbox"/>	Met Goal <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

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



Governing Authority Meeting Public Notice

Date: January 4, 2023
Time: 6:00 PM
Location: 4700 Central Ave., Middletown, OH 45044

The Governing Authorities of Summit Academy Community School for Alternative Learners – Middletown, Summit Academy Secondary School – Middletown and Summit Academy Community School for Alternative Learners - Xenia will hold a regular meeting at the date, time, and location above.

The meeting is open to the public.

Governing Authority Regular Meeting
Summit Academy Community School for Alternative Learners – Middletown
Summit Academy Secondary School – Middletown
Summit Academy Community School for Alternative Learners - Xenia
January 4, 2023 | 6:00PM

NAME (PRINT)

SIGNATURE

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SCHOOLS

Summit Academy Community School for Alternative Learners - Middletown
4700 Central Ave., Middletown, OH 45044-5375

Summit Academy Secondary School – Middletown
3029 Yankee Rd., Middletown, OH 45044-5375

Summit academy Community School for Alternative Learners – Xenia
1694 Pawnee Dr., Xenia, OH 45385-4126