



Regular Meeting Minutes | September 6, 2023 | 6:00 PM

Location: 1694 Pawnee Drive, Xenia, OH 45385-4126

Approved on November 1, 2023

Governing Authority Roll Call:

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

Administrative Support Personnel Present:

- Kristen McClanahan-Parkes, Director
- Chris Wheeler, Executive Director of School Operations
- David Hoskin, Treasurer
- Jacci Gilliland, Director of School/Sponsor Relations and Compliance

Sponsor Representative Present:

- Algot 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

- Ms. Frey moved that the Minutes of the Regular Meeting held on July 19, 2023 be approved. The motion was seconded and carried unanimously.

4. General Action Items

- Mr. Zapata moved that the Resolution and 2022-2023 Annual Report be approved. The motion was seconded and carried unanimously.
- Ms. Frey moved that the Resolution and 2023-2024 Revised Calamity Day Plan. The motion was seconded and carried unanimously.
- Ms. Frey moved that the Resolution and Monthly Residency Verifications for May, June, July and August 2023 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.



- Mr. Zapata moved that the following Fiscal Action Items be approved:
 - Treasurer's Report and Financials for June and July 2023
 - Resolution and Acknowledge Receipt of the 2022-2023 Detailed Accounting
 - Resolution and 2023-2024 Annual BudgetThe motion was seconded and carried unanimously.

6. Reports

- Ms. McClanahan-Parkes presented the School Report. She reviewed enrollment and attendance. Staff vacancies were also discussed. Ms. McClanahan-Parkes states that Cari Ruminski is the new Assistant Principal. Recent and upcoming events were reviewed including the well-attended open house.
- Mr. Wheeler presented the Management Company Report. He referred the Governing Authority to the written report. Mr. Wheeler praised Ms. McClanahan-Parkes and her staff for their hard work.
- Mr. Hermann presented the Sponsor Report. He verified contact information for the Governing Authority and provided a reminder about emails from Kurt Aey. Mr. Hermann discussed the recent site visit which went well. 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:

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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 Academy Community School for Alternative Learners, Middletown and Xenia, and Secondary School, Middletown

Month: September

Presented by:	Algott Herman, Regional Technical Assistance Educator	In Person
Governing Authority Highlights / Important updates from ESCLEW	<p>Kurt Aye, Community Schools provided a Sponsor Update to all governing authority members as well as school leaders. I recommend you check your email to review his comments. He commented on:</p> <ul style="list-style-type: none"> • Ohio's Suicide Hotline • Governing Authority Book Club • Roles and Responsibilities of Ohio Community School Stakeholders • The ESCLEW Statewide Sponsor Meeting – held August 4th in Toledo • 11.6 Goals • 2022-2023 Site Visits <p>Just as a reminder, there are governing board goals to be included in each school's 11.6 goals. This topic would be an excellent topic for discussion at the next governing board meeting.</p> <p>I sent a short “checklist” of sorts regarding school safety to each building principal and I intend to talk about school safety in my September site visits and probably in each site visit as well this year even though the discussion may not be a formal item in the visit rubric.</p> <p>Also, I have attached a document entitled Roles of Sponsors, ODE, and BDs for your review. We're supposed to reacquaint governing boards of these roles on a yearly basis. I can answer any questions you might have at our September BD meeting.</p>	
Recent Site Visit Highlights	I last visited both schools on August 23 rd and shared my notes with you earlier this week. I will also visit the schools on September 5 th and will update you at the board meeting later that afternoon.	
Financial Update	Linda Moyer, our financial consultant reviewed the schools' finances with SAM's Treasurer, David Hoskins, and had no concerns. Starting in September I'll provide you with an expanded budget update report for your review.	

2023 – 2024 Governing Authority Goal (Attachment 11.6)

Goal	



Educational Service Center of Lake Erie West Community Schools Center

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:	