



Regular Meeting Minutes | September 25, 2023 | 5:30PM
Location: 2400 Cleveland Ave. NW, Canton, OH 44709
Approved on November 13, 2023

Governing Authority Roll Call:

- Tiffany Biedenbach, President Present
- Jennifer Rainey, Vice President Present
- Rachel Murphy, Secretary Present
- Jacqueline Trainor Present
- Derrick Wyman Present

Administrative Support Personnel Present:

- Tiffany George, Director
- Lisa Merry, Assistant Principal
- Heather Singer, Executive Director of Curriculum
- David Hoskin, Treasurer
- 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

- Ms. Biedenbach called the meeting to order at 6:56 PM and called the roll.

2. Approval of Agenda

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

3. Approval of Minutes

- Ms. Rainey moved that the Minutes of the Regular Meeting held on August 14, 2023 be approved. The motion was seconded and carried unanimously.

4. General Action Items

- Ms. Rainey moved that the Resolution and 2022-2023 Draft Annual Report be approved. The motion was seconded and carried unanimously.
- Ms. Rainey moved that the Resolution and 2023-2024 Revised Calamity Day Plan be approved. The motion was seconded and carried unanimously.
- Ms. Rainey moved that the Resolution and Monthly Residency Verifications for July and August 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. Rainey moved that the following Financial Reports and 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 Budget
 - Resolution and FY24 Five-Year Forecast (Fall Submission)
- The motion was seconded and carried unanimously.

6. Reports

- Ms. George presented the School Report. She reviewed enrollment and attendance. Ms. George noted that one student has been graduated off of an IEP, which is cause for celebration. The implementation of Social and Emotional Wellness Checks throughout the day was discussed and appears to be having a positive effect on students. The new Coffee Cart was also discussed. Ms. Geoge reviewed recent and upcoming events.
- Ms. Singer presented the Management Company Report. She referred the Governing Authority to the written report. Items from the Curriculum and Instruction section were highlighted.
- Ms. Hardwick presented the Sponsor Report. She discussed Attendance Awareness Month and the Book Club PD opportunity. Ms. Hardwick reminded the Governing Authority of the options for Sunshine Law training. She also reviewed the updated 11.6 document, including the Governing Authority goals. The sponsor's monthly financial review showed no red flags.

7. Other Business

- Ms. Biedenbach opening a discussion regarding academic metrics. Ms. Singer and Ms. George presented data that was collected. A brief discussion followed.

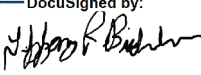
8. Public Participation

- None

9. Adjournment

- Ms. Biedenbach adjourned the meeting at 7:33 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 Canton El & Sec

Month: September

Presented by:	DeAnna N. Hardwick, RTAE	In Person
<p>Governing Authority Highlights / Important updates from ESCLEW</p>	<p>September is Attendance Awareness Month</p> <p>This month, we emphasize the importance of regular attendance for our students' success. Chronic absenteeism is defined as missing at least 10% of instructional time in the classroom for any reason. Regular attendance is the foundation of academic achievement. It fosters consistent learning, provides valuable classroom interactions, and helps students build essential skills for the future.</p> <p>By attending school every day, students establish routines that contribute to their overall well-being and success in both academic and personal endeavors.</p> <p>Attendance Awareness Month highlights the importance of engaging all of our resources to promote regular attendance. We encourage each of our sponsored schools to utilize their families and community partners to develop tiered strategies and personalized interventions to reduce chronic absence.</p> <p>There are resources available for Ohio schools to spark ideas and strategies to improve student attendance at your school. The new Stay in the Game! Network is a unique team comprised of the Cleveland Browns Foundation, Ohio Department of Education, and Harvard University's Proving Ground. Together they want to help Ohio schools tackle absenteeism. Let's work together to ensure that every student has the opportunity to reach their full potential through regular attendance.</p> <p>ESCLEW Statewide Meeting The ESCLEW Annual Statewide Meeting is Wednesday, September 13th in Toledo. As board members, you are valued participants on this day. The morning session will include remarks from Colleen Grady from ODE, Adam Schira from Dickinson Wright, and a presentation on Artificial Intelligence in Education.</p> <p>Open Meetings and Public Records Training (Sunshine Laws) Last week, our office sent guidance via email regarding the Open Meetings and Public Records Training. We realize this is a departure from what was accepted in previous years. As your sponsor, we have to make sure we do our due diligence in making sure all of our sponsored schools are compliant with all laws and rules. At this time, we are asking our boards and required school and management representatives to complete the Attorney General or Auditor of State training by our internal deadline of April 30, 2024. If you have any questions, please contact Julie Kadri.</p> <p>Book Club Update Thank you for taking the time to complete the survey on the <i>To Lead Is to Teach: Stories and Strategies from the Classroom to the Boardroom</i> book club opportunity.</p>	



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	<p>Based on your feedback, our office will use the ESCLEW monthly newsletter to provide chapter highlights, a discussion board with questions to guide reading and discussion, and an optional virtual opportunity to discuss the book and network with other community school stakeholders. More details will be provided via email in early September. After you receive the email, if you do not wish to receive anything further related to the book club, please reply with your name and you will be removed.</p>
Recent Site Visit Highlights	<p><i>The following areas will be addressed at the September Site Visit:</i></p> <ul style="list-style-type: none"> ✓ Current Enrollment ✓ Open Positions ✓ Testing, Instructional Calendars; school daily schedule ✓ Climate/Culture ✓ Schools Forward – new designations ✓ Drill Logs ✓ Graduation Plans – Secondary ✓ PBIS/Student Discipline ✓ New Performance Framework – 11.6 <i>*See reverse side for updated 11.6 GA goals for 23-24</i> ✓ Staff training for state assessments ✓ K-3 Dyslexia Compliance – Certification Process; Staff Training; Multidisciplinary team ✓ Threat Assessment Team and Training ✓ Special Education Update ✓ Current Events ✓ Reviewing 6.3 Education Plan ✓ KRA – deadline and new enrollees
Financial Update	<p>The following areas for July 2023 were reviewed by Linda Moye, ESCLEW Financial Consultant, with David Hoskin of SAM August 29, 2023:</p> <ul style="list-style-type: none"> ➤ Financial Summary Report (cash-basis schools) ➤ Year-to-Date Actual vs. Budget (Forecast) Report ➤ Invoices More than 60 Days Past Due (Aging) ➤ FTE Enrollment ➤ Monthly Separated Grants Reporting (CCIP) ➤ Transaction Detail Report (FINDET) <p>Results: SA Canton EL: No red flags nor concerns SA Canton Sec: No red flags nor concerns</p>
Any questions asked by the Governing Authority for the Sponsor?	
Follow up provided	



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School Governance Performance Targets and Metrics					
Measure Domain	Assessment	Exceeds the Standard (6 points)	Meets the Standard (4 points)	Approaches the Standard (2 points)	Falls Below the Standard (0 points)
School Governance	Board Engagement	100% of board members attend two (2) or more school visits or school-sponsored events	100% of board members attend at least one (1) school visit or school-sponsored event	At least one board member attends at least one (1) school visit or school-sponsored event	Zero (0) board members attend a school visit or school-sponsored event
Evidence:					
School Governance	Required Number of Regular Board Meetings		Six (6) Meetings held per year	Five (5) meetings held per year	Four (4) or fewer meetings held per year
Evidence:					
School Governance	Required Number of Board Members		Five (5) or more sponsor approved board members for all meetings		Fewer than five (5) sponsor approved board members for one (1) or more meetings
Evidence:					
School Governance	Proper Meeting Notice		Timely public notice for all meetings, reschedules, and cancellations	Timely public notice not provided for one (1) meeting, reschedule, or cancellation	Timely public notice not provided for two (2) or more meetings, reschedules, or cancellations
Evidence: Sept 2023 met;					
School Governance	Required Board Member Training		Completion of Open Meetings and Public Records for 100% of board members	Completion of Open Meetings and Public Records for 80-99% of board members	Completion of Open Meetings and Public Records for less than 80% of board members
Evidence:					
School Governance	Board Member Attendance	Overall member attendance is >90%	Overall member attendance is between 80-90%	Overall member attendance is between 70-79%	Overall member attendance is <70%
Evidence: All 4 members of the board were present Sept 2023					