

Summit Academy Community School for Alternative Learners-Warren Middle & Secondary Board of Directors Agenda

Wednesday, April 5, 2017 | 2106 Arbor Ave | Warren, Ohio 44484

CALL TO ORDER

ROLL CALL OF BOARD DIRECTORS

(Kendra Godiciu; Joseph Gagliano; Amber Bodrick; Kimberly Straniak; Angela Lee)

MOTION TO APPROVE MEETING AGENDA

MOTION FOR THE APPROVAL AND THE SIGNING OF MINUTES

- a. February 22, 2017

APPROVALS/ADOPTIONS

- a. Approve 2017-2018 School Board Calendar
- b. Approve 2017-2018 School Calendar
- c. Approve Fiscal Officer Waiver for 2017-2018

FINANCIAL APPROVALS

- a. Approve Financial Statements & Reports January 2017 & February 2017

COMMITTEE REPORTS

- a. School Director Report
- b. Subcommittee Report
- c. Ambassador Report

SUMMIT ACADEMY MANAGEMENT REPORT *(Presented by Barbara Danforth)*

OTHER BUSINESS

- a. ESC of Lake Erie West Comments
- b. Review General Health and Safety Policies (General health and Welfare and Safety and Security)

PUBLIC COMMENTS (3 MINUTE LIMIT)

ADJOURNMENT

Next Meeting: Wednesday, June 7, 2017 | 1461 Moncrest Drive N.W.
Warren, Ohio



Summit Academy
SCHOOLS

SUMMIT ACADEMY SCHOOL FOR ALTERNATIVE LEARNERS WARREN
MIDDLE & SECONDARY
1461 MONCREST DR., N.W. | WARREN, OHIO 44485
SUMMITACADEMIES.ORG | p: 330-399-1692 | f: 330-399-1768

Summit Academy School for Alternative Learners- Warren Middle & Secondary
Rescheduled BOARD of DIRECTORS
Minutes of February 22, 2017

DIRECTORS PRESENT: Joseph Gagliano, Amber Bodrick, Kimberly Straniak

DIRECTORS ABSENT: Kendra Godiciu, Angela Lee

ADMINISTRATIVE SUPPORT:

Amber Shaeffer, Treasurer

Renee Holt, Recorder

GUESTS: Sign in Sheet attached; DeAnna Shamp, Lake Erie West

The meeting was called to order at 5:31p.m.

Approval of Meeting Agenda

ACTION: Motion was made and seconded to approve the meeting agenda. Motion carried by unanimous vote of directors present.

Approval of Meeting Minutes from December 7, 2016.

ACTION: Motion was made and seconded to approve the minutes from December 7, 2016. Motion carried by unanimous vote of directors present.

Approval/Adoptions of the following:

ACTION: Motion was made and seconded to adopt the New Policy and Procedure Manual. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to adopt the Ohio State Board Of Education Resolution to Clarify intent Of Student Suspensions For Ohio School Districts. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve Joseph Gagliano as the voting member for the Annual Meeting and Amber Bodrick as the alternate. Motion carried by unanimous vote of directors present.

Treasurer's Report – Amber Shaeffer presented the Statement of Financial Position of November 2016 and December 2016. A copy of the reports, as well as the bank reconciliations will be filed with the minutes.

ACTION: Motion was made and seconded to approve the Treasurer's report for the months of November 2016 and December 2016 as presented. Motion carried by unanimous vote of directors present.

Reports:

School Director's Report – This item was presented for information to the board. A copy of the report will be filed with the minutes.

Subcommittee Report

ACTION: Motion was made and seconded to approve Jordan Shaver as a Board Member pending ESC approval. Motion carried by unanimous vote of directors present.

Ambassador Program Committee Report – None

Summit Academy Management Report– A brief report was given by Amber Shaeffer.

Other Business

Comments from the Lake Erie West: DeAnna Shamp gave her report for the month that the Board Members received via email and stated that there will be policy changes coming. House Bill 410 and Senate Bill 3 are new bills that will take effect in the middle of March.

Public Comment: None

Motion was made and seconded to adjourn the meeting.

Respectfully submitted,

Approved,

Renee Holt, Secretary

Joseph Gagliano, President

**SUMMIT ACADEMY SCHOOLS
BOARD MEETING SCHEDULE: 2017/2018**

Meetings Begin @ 5:30P.M.

<p>Summit Academy Community School – Warren & Summit Academy School for Alternative Learners – Warren Middle & Secondary <i>First Wednesday of Every Other Month</i></p>	
MEETING DATE	
August 2, 2017	2106 Arbor Avenue SE Warren, Oh 44484
October 4, 2017	144 N. Schenley Ave. Youngstown, Oh 44509
December 6, 2017	1461 Moncrest Dr. NW Warren, Oh 44485
February 7, 2018	2800 Shady Run Rd. Youngstown, Oh 44502
April 4, 2018	2106 Arbor Avenue SE Warren, Oh 44484
June 8, 2018	144 N. Schenley Ave. Youngstown, Oh 44509



Summit Academy SCHOOLS

July 2017

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August 2017

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September 2017

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

October 2017

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	*19	20
23	24	25	26	27
30	31			

November 2017

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

December 2017

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

2017-2018 School Calendar

August

17 Student's 1st Day of School

September

4 NO School - Labor Day
29 NO School

October

2 NO School
20 NO School

November

9 Parent Conferences (PM)
10 NO School - Parent Conferences (AM)
22-24 NO School - Thanksgiving Break

December

21-29 NO School - Winter Break

January

1-3 NO School - Winter Break cont.
12 NO School
15 NO School - Martin Luther King Day

February

15 Parent Conferences (PM)
16 NO School - Parent Conferences (AM)
19 NO School - President's Day

March

16 NO School
26-30 NO School - Spring Break

April

20 NO School - Good Friday

May

25 Student's Last Day of School

KEY

- First / Last Day of School for Students
- NO School
- * End Grading Period

January 2018

M	T	W	T	F
1	2	3	4	5
8	9	10	*11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

February 2018

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

March 2018

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	*15	16
19	20	21	22	23
26	27	28	29	30

April 2018

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

May 2018

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	*25
28	29	30	31	

June 2018

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29



SUMMIT ACADEMY COMMUNITY SCHOOL for ALTERNATIVE LEARNERS – Warren Middle & Secondary
BOARD RESOLUTION
Date: April 5, 2017

WHEREAS, pursuant to Sections 3314.01 and 3314.2(A)(8) , 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 furnish fiscal services required for the School, including but not limited to providing the School with a licensed fiscal officer required under Section 343.011 of the Revised Code who is responsible for meeting the School’s financial obligations under Chapter 3314; and

WHEREAS, Amber Shaeffer is and has been the School’s designated fiscal officer furnished by SAM pursuant to the management agreement; and

WHEREAS, Amber Shaeffer has provided outstanding service to the School as its designated fiscal officer; and

WHEREAS, the School’s governing authority believes it would be costly and disruptive to the School’s operation to terminate its use of Amber Shaeffer as the School’s designated fiscal officer in the middle of the current school year.

NOW, THEREFORE, BE IT RESOLVED by the Governing Authority of the Summit Academy Community School for Alternative Learners – Warren Middle & Secondary, as follows:

1. Pursuant to Section 3314.011(D), the Governing Authority approves continuing to use Amber Shaeffer as its designated fiscal officer, pursuant to the School’s management agreement with SAM, and hereby waives for the remainder of the current school year, the requirement that the governing authority employ or contract with its designated fiscal officer; and
2. The Governing Authority requests ESC of Lake Erie West to approve this resolution for the 2017-2018 school year; and
3. A copy of this resolution shall be provided to the Ohio Department of Education.

Signature: _____
Board President/Representative

Signature: _____
Recorder

Summit Academy Warren Middle

I. January and February Treasurer's Report

a. January:

- i.*** Foundation revenue (line 1) this month was for 84.50 FTE's. The budget is based on 88.53 students at an average of \$15,300 per student for the year.
- ii.*** Lines 2, 3 and 4 – Actual revenue varies from budget due to timing of claim payments and when they are received. Budget amounts are projected evenly from month to month throughout the year.
- iii.*** Contributions (line 6) is donation made by Mike Schubert to the school's student fees fund.
- iv.*** Retirement benefits (line 14) budget amounts are based on estimates that are provided to the retirement systems months in advance. They do a true up at year end and we either pay the difference or they issue us a check.
- v.*** Repairs & Maintenance (line 25) Actual includes service call due to no heat in building. Budget amount is facilities CIP project to rekey locks in building; not yet executed.
- vi.*** Curriculum costs (line 26) includes various instructional supplies.
- vii.*** Education Therapy (line 27) actual cost varies from budget due to budget amounts spread out evenly from month to month.
- viii.*** Food Service costs (line 31) actual only includes food catering services for the first half of the month of January.
- ix.*** Insurance_General costs (line 34) budget amount is 3rd quarter property insurance payment – paid for in the month of December.
- x.*** Professional Services (line 36) actual includes payment to Rea & Associates for Audit – GAAP base fee.
- xi.*** Admin cost (line 44) is the cost of administration expenses, the majority being salaries. For the budget for the fiscal year, this is the number that is used to balance the budget. The monthly budget amount is the fiscal year amount divided by 12. The actual month's amount is the schools portion of the actual costs. This is calculated and allocated by comparing to the amount of foundation received as a part of the whole consortium.

b. February:

- i.** Foundation revenue (line 1) this month was for 84.44 FTE's. The budget is based on 83.87 students at an average of \$15,300 per student for the year.
- ii.** Lines 2, 3 and 4 – Actual revenue varies from budget due to timing of claim payments and when they are received. Budget amounts are projected evenly from month to month throughout the year.
- iii.** Retirement benefits (line 14) budget amounts are based on estimates that are provided to the retirement systems months in advance. They do a true up at year end and we either pay the difference or they issue us a check.
- iv.** Building Utilities (line 22) actual over budget to due gas bill being very high this month, compared to budget amount.
- v.** Repairs & Maintenance (line 25) actual amount includes facilities CIP project to rekey locks throughout building; this projected budgeted for in January.
- vi.** Education Therapy (line 27) actual cost varies from budget due to budget amounts spread out evenly from month to month.
- vii.** Food Service costs (line 31) actual includes food service costs for the second half of the month of January and the first half of the month of February.
- viii.** Admin cost (line 44) is the cost of administration expenses, the majority being salaries. For the budget for the fiscal year, this is the number that is used to balance the budget. The monthly budget amount is the fiscal year amount divided by 12. The actual month's amount is the schools portion of the actual costs. This is calculated and allocated by comparing to the amount of foundation received as a part of the whole consortium.

c. All other items were reviewed and no material or significant discrepancies were notated.

d. NOTE: In compliance with HB2 and ORC 3314.024 we will present to your school board at your next board meeting the detailed accounting for your school. This will be in addition to the regular financials for the month of February. In order to meet compliance with the ESCLEW we will have posted this information in the compliance system by the end of March.

If you have any additional questions, please feel free to contact Amber Shaeffer @ 330-670-8470 ext. 6520 or amber.shaeffer@summitacademies.org

Summit Academy
Warren Middle and Sec. Comm. School for Alt. Learners
Unaudited Statement of Activities
January 2017

	FY17		Year to Date Actual	Monthly % Variance	Budget/Actual Variance	FY17		YTD Budget	Budget/Actual Variance	YTD % Variance	FY17 Budget
	Actual	Budget				Actual	Budget				
Revenue											
1 Foundation Revenue	\$ 129,779	\$ 115,530	\$ 1,011,873	(10.98%)	\$ 14,249	\$ 795,467	\$ 216,406	(21.39%)	\$ 1,359,873		
2 Total Medicaid Revenue	\$ 5,245	\$ 1,508	\$ 10,004	(71.25%)	\$ 3,737	\$ 10,553	\$ (549)	5.49%	\$ 38,649		
3 Total Grants Revenue	\$ 9,012	\$ 16,377	\$ 56,975	81.73%	\$ (7,365)	\$ 114,639	\$ (57,664)	101.21%	\$ 196,524		
4 Total Food Program Revenue	\$ 3,832	\$ 4,931	\$ 29,683	28.65%	\$ (1,098)	\$ 34,514	\$ (4,831)	16.28%	\$ 59,168		
5 Total Student Fees	\$ -	\$ 336	\$ 1,476	0.00%	\$ (336)	\$ 2,354	\$ (878)	59.52%	\$ 4,036		
6 Total Contributions	\$ 250	\$ -	\$ 600	(100.00%)	\$ 250	\$ -	\$ 600	(100.00%)	\$ -		
7 Total Investment Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	\$ -		
8 Total Other Revenue	\$ -	\$ -	\$ 603	0.00%	\$ -	\$ -	\$ 603	(100.00%)	\$ -		
9 Total Revenue	\$ 148,118	\$ 138,682	\$ 1,111,215	6.80%	\$ 9,436	\$ 957,528	\$ 153,687	16.05%	\$ 1,658,250		
10 Management Fees	\$ 148,118	\$ 138,682	\$ 1,111,215	6.80%	\$ 9,436	\$ 957,528	\$ 153,687	16.05%	\$ 1,658,250		
11 Net Gain (Loss) for the Year	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -		
Expenditures by SAM for each School											
12 Total Salaries and Wages	\$ 79,819	\$ 73,419	\$ 551,575	8.02%	\$ (6,400)	\$ 526,077	\$ (25,498)	4.62%	\$ 894,550		
13 Total Payroll Taxes	\$ 2,450	\$ 2,333	\$ 11,775	4.78%	\$ (117)	\$ 10,781	\$ (994)	8.44%	\$ 16,897		
14 Total Retirement Benefits	\$ 7,936	\$ 9,338	\$ 79,576	(17.67%)	\$ 1,402	\$ 65,369	\$ (14,207)	17.85%	\$ 112,060		
15 Total Insurance Benefits	\$ 8,821	\$ 9,713	\$ 70,449	(10.11%)	\$ 892	\$ 67,991	\$ (2,457)	3.49%	\$ 116,556		
16 Total Payroll Processing	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	\$ -		
17 Total Staff Recruiting	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	\$ -		
18 Total Sponsorship Fees	\$ 1,185	\$ 1,570	\$ 9,287	(32.53%)	\$ 385	\$ 10,990	\$ 1,703	(18.34%)	\$ 18,840		
19 Total Staff Training costs	\$ 1,425	\$ 1,920	\$ 3,052	(34.74%)	\$ 495	\$ 15,037	\$ 11,985	(392.74%)	\$ 24,237		
20 Total General Travel	\$ 70	\$ 60	\$ 498	14.00%	\$ (10)	\$ 390	\$ (108)	21.71%	\$ 690		
21 Total Building Lease costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%	\$ -		
22 Total Bldg Utilities	\$ 7,106	\$ 4,275	\$ 20,455	39.84%	\$ (2,831)	\$ 21,125	\$ 670	(3.28%)	\$ 34,400		
23 Total Bldg Service costs	\$ 1,781	\$ 2,164	\$ 19,509	(21.54%)	\$ 383	\$ 24,941	\$ 5,432	(27.84%)	\$ 36,216		
24 Total Copier Costs	\$ 543	\$ 560	\$ 3,908	(3.06%)	\$ 17	\$ 3,920	\$ 12	(0.31%)	\$ 6,720		
25 Total Repairs & Maintenance	\$ 2,033	\$ 6,960	\$ 51,271	(242.30%)	\$ 4,927	\$ 50,860	\$ (411)	0.80%	\$ 189,860		
26 Total Curriculum costs	\$ 1,370	\$ 95	\$ 5,385	93.06%	\$ (1,275)	\$ 5,808	\$ 423	(7.86%)	\$ 11,533		
27 Total Education Therapy	\$ 1,931	\$ 9,787	\$ 17,279	(406.97%)	\$ 7,857	\$ 51,951	\$ 34,673	(200.67%)	\$ 86,695		
28 Total Martial Arts costs	\$ 5	\$ -	\$ 1,303	100.00%	\$ (5)	\$ 1,397	\$ 94	(7.21%)	\$ 2,725		
29 Total Meeting Costs	\$ 152	\$ -	\$ 378	100.00%	\$ (152)	\$ 625	\$ 247	(65.23%)	\$ 625		
30 Total Student Activity cost	\$ 228	\$ 782	\$ 1,553	(242.71%)	\$ 554	\$ 6,951	\$ 5,398	(347.46%)	\$ 10,861		
31 Total Food Service costs	\$ 2,156	\$ 4,500	\$ 22,907	(108.72%)	\$ 2,344	\$ 27,000	\$ 4,093	(17.87%)	\$ 47,000		
32 Total Shirts Uniform costs	\$ -	\$ -	\$ 57	0.00%	\$ -	\$ 30	\$ (27)	47.60%	\$ 30		
33 Total Contract Bus Services	\$ -	\$ 1,636	\$ 4,536	0.00%	\$ 1,636	\$ 9,817	\$ 5,281	(116.41%)	\$ 17,997		
34 Total Insurance General	\$ -	\$ 806	\$ 5,764	0.00%	\$ 806	\$ 5,377	\$ (387)	6.71%	\$ 6,183		

Summit Academy
Warren Middle and Sec. Comm. School for Alt. Learners
Unaudited Statement of Activities
January 2017

	FY17		Budget/Actual Variance	Monthly % Variance	Year to Date Actual	FY17		Budget/Actual Variance	YTD % Variance	FY17 Budget
	Current Month Actual	Current Month Budget				YTD Actual	YTD Budget			
35 Total Legal Fees	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 3,500	\$ 3,500	\$ -	0.00%	\$ 3,500
36 Total Professional Services	\$ 1,951	\$ 175	\$ (1,776)	91.03%	\$ 4,427	\$ 4,750	\$ 323	\$ (323)	(7.29%)	\$ 8,331
37 Total Computers IT costs	\$ 927	\$ 2,240	\$ 1,313	(141.59%)	\$ 8,158	\$ 9,926	\$ 1,768	\$ (1,768)	(21.67%)	\$ 13,743
38 Total Office Expense	\$ 494	\$ 493	\$ (1)	0.26%	\$ 2,504	\$ 2,729	\$ 225	\$ (225)	(8.97%)	\$ 4,492
39 Total Advertising Expense	\$ 2	\$ 67	\$ 66	(4216.03%)	\$ 161	\$ 801	\$ 640	\$ (160)	(396.23%)	\$ 1,438
40 Total Development costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
41 Total Other expenses	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
42 Total Depreciation Expense	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
43 Total Interest and Loan Prints	\$ 1,024	\$ 1,050	\$ 26	(2.51%)	\$ 7,151	\$ 7,350	\$ 199	\$ (199)	(2.78%)	\$ 12,600
44 Total Admin. Cost	\$ 27,457	\$ (1,711)	\$ (29,168)	1705.02%	\$ 182,444	\$ (3,421)	\$ (185,866)	\$ (185,866)	5432.40%	\$ (20,529)
45 Total Expenses	\$ 150,866	\$ 132,233	\$ (18,633)	(14.09%)	\$ 1,085,363	\$ 932,071	\$ (153,292)	\$ (153,292)	(16.45%)	\$ 1,658,250
46 Surplus/(Deficit) (before debt)	\$ (2,748)	\$ 6,449	\$ 9,197	332.86%	\$ 25,851	\$ 25,457	\$ (394)	\$ (394)	(1.53%)	\$ -
47 Debt Payments	\$ 4,700	\$ 4,700	\$ -	0.00%	\$ 32,900	\$ 32,900	\$ -	\$ -	0.00%	\$ 56,400
48 Surplus/(Deficit)	\$ (7,448)	\$ 1,749	\$ (9,197)	(123.47%)	\$ (7,049)	\$ (7,443)	\$ (394)	\$ (394)	(5.32%)	\$ (56,400)

Summit Academy
Warren Middle and Sec. Comm. School for Alt. Learners
Unaudited Statement of Activities
February 2017

	FY17		Year to Date Actual	Monthly % Variance	Budget/Actual Variance	FY17		YTD Budget	Budget/Actual Variance	YTD % Variance	FY17 Budget
	Current Month Actual	Budget				Actual	Budget				
Revenue											
1 Foundation Revenue	\$ 125,383	\$ 112,881	\$ 1,137,256	-11.08%	\$ (12,502)	\$ 908,348	\$ 1,359,873	\$ (228,908)	-25.20%	\$ 1,359,873	
2 Total Medicaid Revenue	\$ 1,176	\$ 1,508	\$ 11,180	22.02%	\$ 332	\$ 12,061	\$ 38,649	\$ 881	7.30%	\$ 38,649	
3 Total Grants Revenue	\$ -	\$ 16,377	\$ 56,975	100.00%	\$ 74,041	\$ 131,016	\$ 196,524	\$ 74,041	56.51%	\$ 196,524	
4 Total Food Program Revenue	\$ 5,324	\$ 4,931	\$ 35,007	-7.97%	\$ (393)	\$ 39,445	\$ 59,168	\$ 4,438	11.25%	\$ 59,168	
5 Total Student Fees	\$ 115	\$ 336	\$ 1,591	65.81%	\$ 221	\$ 2,691	\$ 4,036	\$ 1,100	40.87%	\$ 4,036	
6 Total Contributions	\$ -	\$ -	\$ 600	0.00%	\$ -	\$ -	\$ -	\$ (600)	0.00%	\$ -	
7 Total Investment Income	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
8 Total Other Revenue	\$ -	\$ -	\$ 603	0.00%	\$ -	\$ -	\$ -	\$ (603)	0.00%	\$ -	
9 Total Revenue	\$ 131,997	\$ 136,033	\$ 1,243,212	2.97%	\$ 4,035	\$ 1,093,561	\$ 1,658,250	\$ (149,651)	(13.68%)	\$ 1,658,250	
10 Management Fees	\$ 131,997	\$ 136,033	\$ 1,243,212	2.97%	\$ 4,035	\$ 1,093,561	\$ 1,658,250	\$ (149,651)	(13.68%)	\$ 1,658,250	
11 Net Gain (Loss) for the Year	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	
Expenditures by SAM for each School											
12 Total Salaries and Wages	\$ 79,064	\$ 74,044	\$ 630,639	-6.78%	\$ (5,020)	\$ 600,121	\$ 894,550	\$ (30,518)	-5.09%	\$ 894,550	
13 Total Payroll Taxes	\$ 1,083	\$ 946	\$ 12,858	-14.57%	\$ (138)	\$ 11,727	\$ 16,897	\$ (1,131)	-9.65%	\$ 16,897	
14 Total Retirement Benefits	\$ 8,293	\$ 9,338	\$ 87,869	11.19%	\$ 1,045	\$ 74,707	\$ 112,060	\$ (13,162)	-17.62%	\$ 112,060	
15 Total Insurance Benefits	\$ 8,728	\$ 9,713	\$ 79,177	10.14%	\$ 985	\$ 77,704	\$ 116,556	\$ (1,473)	-1.90%	\$ 116,556	
16 Total Payroll Processing	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
17 Total Staff Recruiting	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
18 Total Sponsorship Fees	\$ 1,182	\$ 1,570	\$ 10,469	24.68%	\$ 388	\$ 12,560	\$ 18,840	\$ 2,091	16.64%	\$ 18,840	
19 Total Staff Training costs	\$ 1,964	\$ 1,800	\$ 5,016	-9.12%	\$ (164)	\$ 16,837	\$ 24,237	\$ 11,821	70.21%	\$ 24,237	
20 Total General Travel	\$ 145	\$ 60	\$ 643	-141.13%	\$ (85)	\$ 450	\$ 690	\$ (193)	-42.85%	\$ 690	
21 Total Building Lease costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	
22 Total Bldg Utilities	\$ 5,889	\$ 2,175	\$ 26,344	-170.76%	\$ (3,714)	\$ 23,300	\$ 34,400	\$ (3,044)	-13.06%	\$ 34,400	
23 Total Bldg Service costs	\$ 2,088	\$ 2,054	\$ 21,597	-1.65%	\$ (34)	\$ 26,995	\$ 36,216	\$ 5,398	20.00%	\$ 36,216	
24 Total Copier Costs	\$ 401	\$ 560	\$ 4,309	28.43%	\$ 159	\$ 4,480	\$ 6,720	\$ 171	3.83%	\$ 6,720	
25 Total Repairs & Maintenance	\$ 3,095	\$ 2,400	\$ 54,367	-28.97%	\$ (695)	\$ 53,260	\$ 189,860	\$ (1,107)	-2.08%	\$ 189,860	
26 Total Curriculum costs	\$ 154	\$ 95	\$ 5,539	-62.52%	\$ (59)	\$ 5,903	\$ 11,533	\$ 364	6.16%	\$ 11,533	
27 Total Education Therapy	\$ 3,101	\$ 8,881	\$ 20,379	65.09%	\$ 5,781	\$ 60,832	\$ 86,695	\$ 40,453	66.50%	\$ 86,695	
28 Total Martial Arts costs	\$ 167	\$ 750	\$ 1,470	77.79%	\$ 583	\$ 2,147	\$ 2,725	\$ 677	31.55%	\$ 2,725	
29 Total Meeting Costs	\$ 345	\$ -	\$ 723	0.00%	\$ (345)	\$ 625	\$ 625	\$ (98)	-15.68%	\$ 625	
30 Total Student Activity cost	\$ 70	\$ 782	\$ 1,623	91.11%	\$ 712	\$ 7,733	\$ 10,861	\$ 6,110	79.01%	\$ 10,861	
31 Total Food Service costs	\$ 5,706	\$ 4,500	\$ 28,612	-26.80%	\$ (1,206)	\$ 31,500	\$ 47,000	\$ 2,888	9.17%	\$ 47,000	
32 Total Shirts_Uniform costs	\$ -	\$ -	\$ 57	0.00%	\$ -	\$ 30	\$ 30	\$ (27)	-90.83%	\$ 30	
33 Total Contract Bus Services	\$ -	\$ 1,636	\$ 4,536	100.00%	\$ 1,636	\$ 11,453	\$ 17,997	\$ 6,917	60.39%	\$ 17,997	
34 Total Insurance General	\$ -	\$ -	\$ 5,764	0.00%	\$ -	\$ 5,377	\$ 6,183	\$ (387)	-7.20%	\$ 6,183	

Summit Academy
Warren Middle and Sec. Comm. School for At. Learners
Unaudited Statement of Activities
February 2017

	FY17		Budget/Actual Variance	Monthly % Variance	Year to Date Actual	FY17 Budget	YTD Budget	Budget/Actual Variance	YTD % Variance	FY17 Budget
	Current Month Actual	Budget								
35 Total Legal Fees	\$ -	\$ -	\$ -	0.00%	\$ -	\$ 3,500	\$ 3,500	\$ 3,500	100.00%	\$ 3,500
36 Total Professional Services	\$ 202	\$ 325	\$ 123	37.87%	\$ 4,629	\$ 5,075	\$ 5,075	\$ 446	8.79%	\$ 8,331
37 Total Computers IT costs	\$ 665	\$ 750	\$ 85	11.33%	\$ 8,823	\$ 10,676	\$ 10,676	\$ 1,853	17.35%	\$ 13,743
38 Total Office Expense	\$ 458	\$ 385	\$ (73)	-19.05%	\$ 2,963	\$ 3,114	\$ 3,114	\$ 151	4.86%	\$ 4,492
39 Total Advertising Expense	\$ 2	\$ 127	\$ 126	98.77%	\$ 163	\$ 929	\$ 929	\$ 766	82.44%	\$ 1,438
40 Total Development costs	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
41 Total Other expenses	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
42 Total Depreciation Expense	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
43 Total Interest and Loan Pmts	\$ 1,154	\$ 1,050	\$ (104)	-9.91%	\$ 8,305	\$ 8,400	\$ 8,400	\$ 95	1.13%	\$ 12,600
44 Total Admin. Cost	\$ 22,607	\$ -	\$ (24,318)	1421.50%	\$ 205,051	\$ (3,421)	\$ (3,421)	\$ (208,473)	6093.15%	\$ (20,529)
45 Total Expenses	\$ 146,563	\$ 122,231	\$ (24,332)	(19.91%)	\$ 1,231,926	\$ 1,056,013	\$ 1,056,013	\$ (175,913)	(16.66%)	\$ 1,658,250
46 Surplus/(Deficit) (before debit)	\$ (14,565)	\$ 13,802	\$ -		\$ 11,286	\$ 37,548	\$ 37,548	\$ -		\$ -
47 Debt Payments	\$ 4,700	\$ 4,700	\$ -		\$ 37,600	\$ 37,600	\$ 37,600	\$ -		\$ 56,400
48 Surplus/(Deficit)	\$ (19,265)	\$ 9,102	\$ -		\$ (26,314)	\$ (52)	\$ (52)	\$ -		\$ (56,400)



Educational Service Center of Lake Erie West

Month: February 2017

Director Name: Erin Bradley

School Name: Summit Academy Warren Middle/Secondary

Management Company: Summit Academy Management

Teaching Staff Information

Number of Teachers: 7

Number HQT: 7

Number of Intervention Specialists: 6

Number HQT: 6

Number of Instructional Aides: 6

Number HQT: 6

Names, positions, qualifications, and hire dates of new staff members, if any:

None

Names, positions, and effective dates of resignations, if any:

None

Note: Please remember to the staff affidavit to reflect any new or resigning staff members.

Student Information

Grades Served: 8th-12th

Attendance Rate: 91.37%

Enrollment: 89

Number & Percent on IEPs: 86/89 96.6%

Number on Home Instruction: 1

Number in CRCs (Children's Residential Centers): 0

Students Withdrawn: 1

Due to 105-Hour Rule: 0

Total Students Suspended: 2

Total Students Expelled: 0

Students with IEP's Suspended: 2

Students with IEP's Expelled: 0

Additional Comments:

Standards and Instruction

List any changes to the curriculum or methods used to achieve goals:

There have currently been no changes to the curriculum or methods used during instructional time.

Testing and Assessment

List any testing, diagnostics, or assessments administered this month:

*Teachers have completed curriculum based assessments, benchmark assessments, Aimsweb, BRI, ETR Assessments, behavioral testing and data tracking.

Number of students tested using alternative assessments: 5

List interventions offered and the number of students involved in each:

(Example: After-school tutoring – 11 students; Title I services – 26 students; Tier II & III students)

Tutoring for Reading and Math=11

Title 1-Reading=38

Corrective Action Plan Update (if applicable)

Provide updates on the progress of the schools Corrective Action Plan:

Corrective Action Plan was submitted for review.

Academic and Non-Academic Goal Update (Attachment 11.6)

Provide updates on the progress of the school's Academic and Non-Academic Goals listed in Attachment 11.6 of the Sponsor Contract

Summit Academy Warren Middle and Secondary is currently reviewing the newly released report card data with our building/district leadership team and regional representative from Lake Erie West. During our monthly visit, we use the monitoring rubric to discuss the progress that we have made on our Corrective Action Plan.

Events

List any school-sponsored activities or field trips that occurred this month:

-February 7th-15 students toured New Castle School of Trade

-February 9th-18 9th grade students attended an informative meeting with TCTC in regards to career exploration

-February 10th- Valentine's Day dance after school from 6-8pm hosted by our student council.

-February 23rd- Lunch and Learn with Hand to Hand counseling services. Student's that are interested in a career in counseling had an opportunity to ask questions and listen to a presentation from the presenter.

-February 23rd-Honor roll and perfect attendance party

-February 24th-Electronics/Gym day pass for students that returned and participated in the CCP parent poll

-February 28th-TCTC representatives met with potential students and parents to review their assessments of their recommended programs

List any parent activities that occurred this month:

-Parent Teacher Conferences- Spaghetti dinner hosted by Village Network

-TCTC parent/student meeting

List any staff trainings that occurred this month:

-Four filters of assessment

-ACT Testing Training

-Managing Disruptive behaviors and Anxiety (ED Behaviors)

-SPED training about interventions

Time to Brag

List any exciting news you wish to share about your school, staff, and/or students:

-46 of our students made the honor roll or had perfect attendance. They celebrated with cookies, ice cream, punch and socializing with friends for an hour at the end of the day.



Governing Authority Board Report From Barbara Danforth, CEO April - May 2017

I. TECHNOLOGY ALERT

As we migrate our technology to the cloud, several School Board Members have advised that they are having problems sending and receiving email messages on our secure Summit Academy network. Issues include not receiving messages, delayed receipt and messages going into the spam file with a security certificate, have been reported. We believe that all of these problems have been corrected; to verify that fact, a series of tests will be conducted to make sure that you are sending and receiving messages without any problems.

In the event you are continuing to experience problems, or you have forgotten instructions for accessing your email, or need to reset an expired password, etc. please call:

Renee Holt 330 670-8470 ext. 6563 – to reset your password
Rob Walker 330 715-2825 – for all other technology issues

II. Strategic Plan

On Saturday, March 18, the Strategic Planning Committee had its first meeting that was facilitated by our consultant, Sally Breyley Parker, TimeZero. In attendance for that session were the following:

Patrick Tofil – SAM Board Chair	Barbara Danforth – CEO
Kim Hosler – SAM Board Member	John Guyer – Chief Operations & Compliance Officer
Brian Pendleton – SAM Board Member	Ryan Hough – Chief HR Officer
William Eppich – School Board Member – Painesville	Chris Reeher – Chief IT & Facilities Officer
Penn Berens – School Board Member – OCA	Deb Skul – Chief Academic Officer
	Sara Andreski – Executive Assistant

Lisa Weston – Regional Director Therapeutic Martial Arts Southern Region
AJ Charpentier – Principal Lorain Elementary School
Charlotte Ray – Principal Parma Community School
Rob Housel – Principal Canton Elementary School
Diane Robinson – Program Manager CRC Wooster
Chris Wheeler – Regional Director

In advance of this first session, a survey was sent to all Board members and all staff; 421, of a possible 901, responded to the survey for a 40% return. The survey provided statistical data as well as narrative comments.



The first part of our Committee session was spent reviewing the data and comments to identify themes and issues for further discussion.

We then spent time considering the “soul” of Summit Academies. Looking at the mission, vision and values, we discussed whether these statements accurately articulate more than the “what and how” we do our work, but of equal or greater importance, “why” we do our work. Our questions were not resolved, but they will be a focus of the work of the Committee.

The concept of “polarities” was explained and discussed. Polarities are the natural tensions or paradoxes that exist within every organization; they are opposing goals that require reconciliation. Some of the Summit Academy polarities identified included (1) recognition of the individual AND recognition of the team; (2) getting work done AND building relationships, and (3) enriched through differences AND strengthened by our commonalities. The question for further consideration is how we leverage these polarities for Summit Academies’ best advantage.

NEXT STEPS:

1. An Executive Committee, a sub-group of the full Committee, has been formed to begin working through the details of the full session discussions
2. The next gathering of the full Strategic Planning Committee is April 7 and the third and final meeting will be June 1. A preliminary report of the Strategic Plan will be made at the Annual Meeting on June 3.

FINAL INVITATION:

We are still looking for a couple more School Board members to join the Strategic Planning Committee for the remainder of our work. If interested, please let me know as soon as possible.

III. Enrollment

Summit Academy Schools have had a good year with many stories of outstanding academic success by our students. Parents have written me to express their gratitude for the excellent teaching and support provided to their children, many of whom did not thrive in other school settings.

Our one significant challenge this year has been low enrollment. We budgeted for 3,277 students, but our current enrollment is averaging 2,944. I will take responsibility for this challenge; we need to invest more resources on our marketing efforts. To the end, our new Marketing Manager, Terri Mazzotti, began work here on March 27. Her primary focus will be increasing enrollment. Her job will be especially challenging because she will be working with all 27 of our schools in 13 different communities. To expand her efforts and her reach, we will be forming marketing teams to help her identify the best marketing opportunities in each community. To the extent that you have expertise in this area or advice to offer, please share your ideas with Terry. She can be reached at 330 670-8470 ext. 6587, terri.mazzotti@summitacademies.org.



IV Compliance

Once again we have an enormous request for compliance documents – 958 requests x 27 schools = major project. This project has a March 30 deadline and staff is working overtime to complete it.

V Curriculum and Academics

We are in the middle of the testing season this month and next. Students in grades three through eight take assessments in math and English language arts. Fourth and sixth graders are tested in social studies, while students in fifth and eighth grades are tested in science.

High school students are taking end-of-course exams in Algebra I, Geometry, English I, English II, American History, American Government or Biology, if they are enrolled in those courses. The Ohio Graduation Tests have been phased out, but we still have students who started high school before July 1, 2014 who are retaking any sections of that test that remain to be passed.

Beginning this year the state has mandated that all high school juniors take either the SAT or the ACT, at our expense. Summit Academy chose to administer the ACT. That mandate has added another level of stress as the administrators had to learn the rules for giving the test and the very complicated process of providing accommodations for students with disabilities.

VI Staffing

We anticipated that the vacant CFO position would have been filled by the time you received this report, however, the top candidate declined our offer. Other candidates are now under consideration and we hope to have the position filled shortly.

VII Annual Meeting

SAVE THE DATE: The 2017 Annual Meeting will be June 3, from 10:00 until 2:00 p.m. and held in the Summit Academy Columbus School. The keynote speaker will be Senator Peggy Lehner, Chair of the Ohio Senate Standing Committee on Education. Additional details will be forthcoming shortly.

REMINDER: Several positions on the SAM Board need to be filled with re-elected or newly elected Board members. Please submit your nominations to Karen Combs as soon as possible.