

Summit Academy Community School-Warren Board of Directors Agenda

Wednesday, June 6, 2018 | 144 N. Schenley Ave. | Youngstown, Ohio 44509

CALL TO ORDER

ROLL CALL OF BOARD DIRECTORS

(Joseph Gagliano; Amber Bodrick; Jordan Shaver; Kendra Godiciu; Nicole Forte)

MOTION TO APPROVE MEETING AGENDA

MOTION FOR THE APPROVAL AND THE SIGNING OF MINUTES

- a. April 4, 2018

APPROVALS/ADOPTIONS

- a. Resolution to review and approve the Parent and Family Engagement in Title I Services.
- b. Resolution to approve the contract modification with the ESC of Lake Erie West
- c. Approval of the adoption of the Ohio Department of Education Model Special Education Policies and Procedures.
- d. Approval of revised Code of Regulations
- e. Approval of President
- f. Approval of Vice President

FINANCIAL APPROVALS/DISCUSSIONS

- a. Approve Financial Statements & Reports for March and April 2018

COMMITTEE REPORTS

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

SUMMIT ACADEMY MANAGEMENT REPORT *(Presented by SAM Representative (Karen Combs) the report is attached.*

- a. All Boards Members must sign their Summit Academy Conflict of Interest (attached)
- b. The board goals for 2017/2018 have been discussed, and completed. The Goals for the 2018/2019 school year will be discussed at the August 2018 meeting.

OTHER BUSINESS:

ESC OF LAKE ERIE COMMENTS – DEANNA SHAMP

PUBLIC COMMENT:

ADJOURNMENT- NEXT MEETING AUGUST 1, 2018 @5:30P.M. @ 2106 ARBOR AVE. WARREN

Summit Academy Community School - Warren
BOARD of DIRECTORS
Minutes of April 4, 2018

DIRECTORS PRESENT: Joe Gagliano; Kendra Godiciu; Amber Bodrick; Nicole Forte; Jordan Shaver

DIRECTORS ABSENT: None

ADMINISTRATIVE SUPPORT:
Deb Skul, Chief Academic Officer
Karen Combs, Board Secretary

GUESTS: Sign in Sheet attached; Diane Longstreth; ESC of Lake Erie West

The meeting was called to order at 5:30 p.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 February 15, 2018.

ACTION: Motion was made and seconded to approve the minutes from February 15, 2018. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the updated 5 year forecast, Motion carried by unanimous vote of directors present.

Approval/Adoptions of the following:

ACTION: Motion was made and seconded to re-approve the Career Advising and Student Success Plan 204.14. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to re-approve by resolution the student assessment and academic services policy #242. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve by resolution the: Cost Principles and Financial Management for use with federal funds. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to re-approve by resolution the revised Attendance and Truancy Policy (revised). Motion carried by unanimous vote of Directors present.

ACTION: Motion was made and seconded to re-approve by resolution the Missing and absent children (revised). Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to re-approve by resolution the Revised Emergency Preparedness and evacuation. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to re-approve by resolution the revised School Management Plan. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the resolution, "not to provide a summer extension (lunch) program. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the member to vote at the Annual Meeting of the membership. Amber Bodrick was voted. (see attached)
Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the 2018/2019 School Board Calendar. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the 2018/2019 Student Calendar. Motion carried by unanimous vote of directors present.

Treasurer's Report – Karen Combs presented the Statement of Financial Position of January and February 2018 in absence of Amber Shaefer. A copy of the reports, as well as the bank statement reconciliations will be filed with the minutes.

ACTION: Motion was made and seconded to approve the Treasurer's report for the months of January and February 2018 as presented. Motion carried by unanimous vote of directors present.

ACTION: Motion was made and seconded to approve the updated 5 year forecast. Motion carried by unanimous vote of directors present.

Reports:

School Director's Report – Attached

Subcommittee Report: None

Ambassador Program Committee Report / Fundraising – None Jordan Shaver is the Ambassador/Fundraising Chair.

Summit Academy Management Report– A report was given by Deb Skul and Karen Combs. See attached report. Discussion on Dash Boards and strategic planning goals Referencing restructuring of school staff.

Questions on legal situation with Barbara and the length of John Guyer as CEO. Deb responded John is the CEO, and there has been no legal paper filed by Barbara as yet.

Esc of Lake Erie Diane Longstreth comments in Deanna Hardwick absence. I have attached her comment sheet to the minutes.

Diane ask the board for a motion to Approve bd secretary to amend the minutes of Dec 2017 by inserting the heading "ESC of Lake Erie West Comments" under other business in order to label the sponsor comments. The board motioned and seconded to accept this motion. Motion carried by board members present.

Public Comment: None

Motion was made and seconded to adjourn the meeting.

Respectfully submitted,

Approved,

Karen Combs, Recorder

Amber Bodrick , President



Summit Academy Community School- Warren
BOARD RESOLUTION
June 6, 2018

WHEREAS, Summit Academy Community School -Warren (IRN #000305) approved policy #203.1 Parent and Family Engagement in Title I Programs.

Approved by the Board of Directors for Summit Academy Community School- Warren.

Signed by: _____
Its: Board President/Representative

Print Name: _____

RES:016-17/18



203.1 Parent and Family Engagement in Title I Programs

In accordance with the requirements of Federal law, programs supported by Title I funds must be planned and implemented in meaningful consultation with Parents and family members (family) of the students being served. Accordingly, the School establishes this parent and family engagement policy, which will be reviewed and approved annually by the Board and distributed to family of children receiving Title I services. The School will address and strive to achieve the following:

- A. involve family in the development of the School's Title I plans and in the development of support and improvement plans, if necessary;
- B. provide coordination, technical assistance, and other support necessary to plan and implement effective family involvement activities;
- C. coordinate and integrate family engagement strategies, to the extent feasible and appropriate, with other federal, state, and local laws and programs;
- D. in consultation with family, annually evaluate the content and effectiveness of the parent and family engagement policy in improving the academic quality of schools, including:
 1. identifying barriers to greater family participation;
 2. identifying the needs of family to assist with the learning of their children;
 3. identifying strategies to support successful school and family interactions; and
 4. designing evidence-based strategies for more effective family involvement based on the findings of the annual evaluation, and revising the parent and family engagement policy, if necessary;
- E. provide opportunities for the informed participation of family who are English language learners, family with disabilities, and family of migratory children, including providing information and school reports in a format, and to the extent practicable, in a language such family can understand;
- F. conduct meetings with family including provisions for flexible scheduling and assistance to family to better assure their attendance at meetings;
- G. develop agendas for family meetings to include review and explanation of the curriculum, means of assessments, and the proficiency levels students are expected to achieve and maintain;
- H. communicate information concerning school performance profiles and their child's individual performance to family;
- I. assist family in helping their children in achieving the objectives of the program by such means as ensuring regular attendance, monitoring television-watching, providing adequate time and the proper environment for homework; guiding nutritional and health practices, and the like;
- J. provide timely responses to family questions, concerns, and recommendations;



- K. conduct other activities as appropriate to the Title I plan and State and Federal requirements.
- L. convene an annual meeting at a convenient time to which all family of participating children are invited and encouraged to attend to explain the parents' rights to be involved and the school's obligations to develop a parent and family engagement plan. The School-Family Compact will be given to parents prior to school opening. It describes how the staff, family, and students will share the responsibility for improving student achievement. See **Appendix 203.1-A**;
- M. provide materials and training to help family work with students to improve achievement;
- N. educate teachers, specialized instructional support personnel, school leaders, and other staff, with the assistance of family, about the value and utility of contributions of family, how to reach out to, communicate with, and work with family as equal partners, how to implement and coordinate family programs, and how to build ties between families and the school;
- O. consider training family to enhance the involvement of other families;
- P. consider establishing a family advisory council to provide advice on all matters related to family engagement programs;
- Q. develop appropriate roles for community-based organizations and businesses in family engagement involvement activities.

The School shall reserve at least one percent of its Title I funds to carry out the activities described in this section, unless one percent constitutes less than \$5,000.00, in which case the School is not required to reserve a specific amount.

20 U.S.C. 6318 et seq.

Adopted: January and February 2017

Reviewed: May and June 2018



Summit Academy Community School– Warren
BOARD RESOLUTION
June 6, 2018

WHEREAS, Summit Academy Community School -Warren (IRN #000305) approved the Contract Modification NO. 1 with the ESC of Lake Erie West.

This Contract Modification shall be effective July 1, 2018.

Approved by the Board of Directors for Summit Academy Community School-Warren.

Signed by: _____
Its: Board President/Representative

Print Name: _____

RES:018-17/18

**MODIFICATION NO. 1
TO OHIO COMMUNITY SCHOOL CONTRACT
BY and BETWEEN
Educational Service Center of Lake Erie West (“Sponsor” or “ESCLEW”)
AND
Summit Academy Community School - Warren (“Governing Authority” or “School”)**

WHEREAS, the ESCLEW and the Governing Authority entered into an amended and restated Community School Contract (“Contract”) effective on July 1, 2017; and

WHEREAS, the ESCLEW and the Governing Authority agree to the following modifications;

NOW THEREFORE, the parties modify the Contract as follows:

1. **Article II, Section 2.1.** At the end of the section, add the following new paragraph: “In the event of the Schools closure, the Governing Authority members and officers in place at the time the School learns it must close or votes to close must remain in office and as members until the School is fully closed and the final closing audit is completed.”

The rest of Section 2.1 remains as originally written in the Contract.

2. **Article II, Section 2.4.** Add the following sentence at the end of the section: “The person registered in OEDS-R as Superintendent shall be the Superintendent of the School, even if he/she is the same person as the Chief Administrative Officer.”

The rest of Section 2.4 remains as originally written in the Contract.

3. **Article VI, Section 6.11.**

- a. In the fourth sentence, insert “(1) and (2)” after “R.C. 3313.603(J).”

- b. Before the last sentence of the section, insert the following sentence: “Beginning with the 2018-2019 school year, the School shall also comply with the framework developed by the Ohio Department of Education under R.C. 3313.603(J)(3) for granting units of high school credit to students who demonstrate subject area competency through work-based learning experiences, internships, or cooperative education.”

- c. The rest of Section 6.11 remains as originally written in the Contract.

4. **Article VII, Section 7.2.** In subsection (d), division (iii), insert “and signed ethics and conflicts policies” after “R.C. 3314.02(E)(7).”

The rest of Section 7.2 remains as originally written in the Contract.

5. **Article IX, Section 9.2.** Insert the following sentence at the end of the last paragraph: “Under no circumstances is the Sponsor liable for the debts, obligations or audit findings of any kind of the School.”

The rest of Section 9.2 remains as originally written in the Contract.

6. **Article IX, Section 9.4.** Insert the following sentence at the end of the last paragraph: “Cancellation of the bond maybe grounds for suspension or termination.”

The rest of Section 9.4 remains as originally written in the Contract.

7. **Article IX, Section 9.7.** Insert the following two sentences at the end of the first paragraph:

The word “received” means the acceptance by the Sponsor in accordance with and pursuant to the revenues received on the monthly School Foundation Statement. The Sponsor has a right to rely upon the monthly statement and is not responsible, except for reductions due to FTE findings already deducted in the then current monthly statement, or those FTE findings deducted in future statements upon which Sponsor figures its fee.

The rest of Section 9.7 remains as originally written in the Contract.

8. **Article X, Section 10.2.** Add the following new subsection as subsection (g): “Any audit finding based on failure of the School to accurately report enrollment, attendance, participation in learning opportunities or inaccurate EMIS submissions.”

The rest of Section 10.2 remains as originally written in the Contract.

9. **Article XI, Section 11.4.** Insert “When practical” at the beginning of the first sentence.

The rest of Section 11.4 remains as originally written in the Contract.

10. **Article XI, Section 11.12.** In the first sentence, remove “for operation within eight (8) month(s) after the execution” and replace with “before September 30th of any year (unless the School is a Dropout Prevention and Recovery school or the Sponsor is rated “exemplary” for at least two consecutive years) or within one (1) year after the initial execution.”

The rest of Section 11.12 remains as originally written in the Contract.

11. **Article XI, Section 11.18.** Insert the following as a new paragraph at the end: “The Sponsor has an obligation to update this Contract periodically due to changes in statutes, case law, rules, procedures or governmental mandates, and the School agrees to modify the Contract at any time for those reasons.”

The rest of Section 11.18 remains as originally written in the Contract.

ALL OTHER SECTIONS, SUBSECTIONS, TERMS, OR PROVISIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND IN EFFECT UNLESS OTHERWISE SPECIFICALLY MODIFIED HEREIN.

**Educational Service Center of
Lake Erie West**

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

By: _____
(Signature)

By: _____
(Signature)

Its: Superintendent

Its: President

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

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

Date: _____

Date: _____

SPECIAL EDUCATION MODEL POLICIES AND PROCEDURES

Adopted on:

June 6, 2018

Date

By: **Summit Academy Community School - Warren**

District

INTRODUCTION

By adopting these Model Policies and Procedures, the S A Community School – Warren (the “District”) is adopting written policies and procedures regarding the manner in which the District fulfills its obligations under the Individuals with Disabilities Education Improvement Act of 2004 (IDEA) and the *Ohio Operating Standards for Ohio Educational Agencies Serving Children with Disabilities* (hereafter referred to as the “Operating Standards”). The Operating Standards require that the District adopt written policies and procedures in a number of different areas, and the District has chosen to adopt the model policies and procedures promulgated by the Ohio Department of Education’s Office for Exceptional Children (ODE-OEC) in order to satisfy these requirements of the Operating Standards.

This document, while comprehensive, does not include every requirement set forth in the IDEA, the regulations implementing IDEA, the Operating Standards, the Ohio Revised Code (ORC) and/or the Ohio Administrative Code (OAC). The District recognizes its obligation to follow these laws, regardless of whether their provisions are restated in the Model Policies and Procedures.

REVISED
AMENDED AND RESTATED CODE OF REGULATIONS
OF
SUMMIT ACADEMY COMMUNITY SCHOOL - WARREN

Adopted: June 6, 2018

ARTICLE I
PURPOSE

Section 1. **Purpose.** The Summit Academy Community School - Warren (the "Corporation") is organized for charitable and educational purposes as a public benefit corporation to operate as a public school in the State of Ohio, as further provided in the Corporation's Articles of Incorporation (the "Articles").

ARTICLE II
DIRECTORS

Section 1. **Directors as Members.** There shall be no members of the Corporation. The Directors shall, for purposes of any statute or rule of law relating to Ohio non-profit corporations, act as the members of the Corporation, and shall have all the rights and privileges of members as permitted under the Ohio Non-Profit Statute, Chapter 1702 of the Ohio Revised Code (as amended), to the extent necessary for the proper operation of the Corporation. The procedures governing the actions of the Directors set forth in this Amended and Restated Code of Regulations (the "Regulations") and the Ohio Non-Profit Statute, Chapter 1702 of the Ohio Revised Code (as amended), shall apply to all actions taken by the Directors when acting as the Corporation's members.

Section 2. **Number.** The number of Directors of the Corporation shall be at least five (5) and no more than fifteen (15), or such greater number as may be subsequently determined by the Directors.

Section 3. **Term.** Each Director will serve a three-year term, which expires on June 30th of the third year following the year of their election, and which may be renewed as many times as such Director is elected. Each Director shall hold office until that Director's term expires, or until his or her successor is elected, or until his or her earlier resignation, removal from office, or death. The Directors of the Corporation as of the date of adoption of these Regulations is set forth on the attached **Exhibit A**. Notwithstanding anything in these Regulations to the contrary, the Directors listed on the attached **Exhibit A** will serve initial terms of three (3) years, two (2) years, or one (1) year, beginning on the date of adoption of these Regulations (as set forth in the attached **Exhibit A**), in order to create staggered terms. A Director elected to fill a vacancy created by resignation, removal, death of a Director shall complete the unexpired term of that Director and serve until his or her successor is elected unless he/she earlier resigns, dies, or is removed. A Director elected to fill a vacancy resulting from an increase in the number of Directors shall serve for an initial term that is determined by the Board of Directors.

Section 4. **Qualifications and Role of Directors.** The Directors shall be, in their capacity as Directors, the Governing Board of a public community school in Ohio. The Directors shall have a strong interest in the welfare of the Corporation and in education. Each Director should be willing and able to attend all meetings, both regular and special, and also be willing to accept special

assignments and serve on committees.

Section 5. Election of Directors. Candidates for Director shall be nominated by the Board of Directors or a committee thereof. The Board of Directors shall elect Directors to fill the vacancies created by the expiration of the Directors' terms of Office at the annual meeting of the Board of Directors or, if not held, at the next scheduled regular meeting or a special meeting called for that purpose. Directors shall cumulate their votes when voting to fill more than one vacancy on the Board of Directors. The Board of Directors shall fill any vacancy in the Board of Directors resulting from an increase in the number of Directors or the resignation, removal, or death of Director as soon as is practicable at a regularly scheduled or special meeting of the Board of Directors. The remaining Directors, though less than a majority of the whole authorized number of Directors, may, by a vote of the majority of their number, fill any vacancy in the Board for the unexpired term.

Section 6. Meetings. The annual meeting of the Directors shall be held at such time, date, and place as a majority of the Directors may determine. The Board of Directors may, by resolution, provide for regularly scheduled meetings of the Board. Special meetings may be called at any time by the President or by any two (2) Directors. Provided however, for so long as the Corporation is operating as a public Ohio community school, meetings relating in any way to the business or operation of the public school must be open to the public and publicized or advertised as required by law. Notwithstanding anything to the contrary in this Code, no group of Directors which consist of a majority of the Board of Directors, including committees of Directors, shall meet in a prearranged manner to discuss public school business, without proper notice to the public of a regular or special meeting.

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern the applicable procedure at meetings, as long as such rules are not inconsistent with these Regulations, Ohio law, or any special rules the Board of Directors may adopt.

Section 7. Quorum and Voting. The physical presence of a simple majority of the total number of Directors shall constitute a quorum for the transaction of business at all meetings of the Board of Directors. A vote of a simple majority of the Directors physically present at a meeting at which a quorum is present shall be required to effectuate action on all matters within the powers of the Board of Directors unless otherwise provided by law or herein. The Directors must be physically present at a meeting in order to be counted as part of a quorum and to vote. In the event the Corporation is no longer operating a public Ohio community school, or, in the event Ohio law ever allows the following procedure for open meetings, then the Directors shall for purposes of this section be deemed present and able to vote at such meeting if a conference telephone or similar communications equipment is used by means of which all persons participating in the meeting can communicate with each other at the same time.

Section 8. Notice and Waiver. Unless waived, notice of each annual or special meeting communicating the day, hour and place, and the purpose or purposes thereof shall be given to each Director by the Secretary of the Corporation not more than sixty (60) days nor less than three (3) days before any such meeting.

Any notice required to be given by these Regulations, shall be in writing and shall be delivered personally or sent by telegram, telecopy, or electronic mail transmission, or by United States mail, express mail, or courier service, with postage or fees prepaid. For any notice sent by

personal delivery, telegram, teletype, or electronic mail, notice shall be deemed to be given when delivered or transmitted. For any notice sent by United States mail, or courier service, notice shall be deemed to be given when delivered or deposited in the mail or with the courier service. Notice, if sent by United States mail, express mail, courier service, or telegram shall be sent to the address of the person listed in the records of the Corporation. Notice, if sent by teletype or electronic mail, shall be sent to the number/address furnished by the person for such transmissions.

Notice of the time and place of any meeting of the Board of Directors may be waived by telegram, teletype, electronic mail transmission, or other writing, either before or after such meeting has been held. The attendance of any Director at a meeting without protesting, prior to or at the commencement of the meeting, shall waive notice or lack of proper notice of that meeting. However, once a charter contract is executed and the corporation is a public school, nothing in this Section 8 shall alter the duty of the Corporation to provide proper notice of meetings to the public.

Section 9. Action by Written Consent. Any action required or permitted to be taken at any meeting of the Board of Directors or of any committee thereof may be taken without a meeting, if a written consent to such action is signed by all of the Board of Directors or of such committee, as the case may be, and such written consent is filed with the minutes of proceedings of the Board of Directors or committee. Such a written consent may be signed by facsimile signatures which shall be construed as originals, and/or on separate but identical documents which shall be construed as one original. Provided however, if the Corporation is operating as a public school pursuant to a fully executed charter contract, all action must be taken at open and public meetings and action by written consent shall not be allowed.

Section 10. Committees of Directors. The Board of Directors may create a committee or committees as the Directors may determine, the members of which committee or committees shall consist of not less than one (1) Director. A simple majority of the members of any such committee shall constitute a quorum, and the act of a simple majority of the votes cast at a meeting at which a quorum is present shall be the act of the committee. In every instance, however, the final action on all committee business shall be in the nature only of recommendations to the Board of Directors. Notwithstanding anything to the contrary in this Section 10 however, once the Corporation has a fully executed charter contract and becomes a public school, no committee nor any group of Directors, which consist of a majority of the Board of Directors, shall meet in a prearranged manner to discuss school business, without proper notice to the public of a regular or special meeting, and, only the votes of the Board of Directors shall be valid and binding.

Section 11. Other Advisory Councils. The Board of Directors may, at its discretion, also consider recommendations of associations, supporting organizations or advisory councils which are not part of the Board of Directors, such as those of parents or other groups.

Section 12. Removal of Directors. Any Director may be removed, with or without cause, at any time.

Section 13. Resignations and Vacancies. Any Director may resign by tendering a written resignation to the Board of Directors. The resignation shall be effective upon receipt of the resignation by an officer of the Board or, if later, upon the date specified by the Director in his/her resignation. Vacancies in the Board of Directors shall be filled in accordance with Section 5 of this Article II.

Section 14. Powers of Directors. The policies of the Corporation shall be directed by the Board of Directors in accordance with the law. Subject to the provisions of Ohio law in general, the Ohio Nonprofit Corporation Law, the Articles, and these Regulations of the Corporation, the Board of Directors shall do and perform every act and thing whatsoever which it shall deem necessary, expedient or advisable to carry out the purposes of the Corporation.

Section 15. Honorary Directors. Any individual, whether an emeritus Director or not, who has provided extraordinary service to the Corporation over a period of time, may be honored with the title "Honorary Director" at the discretion of the Board. Honorary Directors are elected for life, are not voting members of the Board and are permitted but not required to attend meetings. The title of an Honorary Director may be revoked by a vote of the Board of Directors in accordance with Section 12 of this Article.

Section 16. Summit Academy Management. Under the terms of the Code of Regulations and other governing documents for Summit Academy Management, an Ohio non-profit corporation ("SAM"), the Corporation, along with the other Summit Academy Schools serving as members of SAM, has the right to appoint certain individuals to serve as members of the Board of Directors of SAM. In connection with any such appointment, the Board of Directors may, by resolution, authorize and appoint one (1) or more Directors or officers of the Corporation to vote or otherwise act on behalf of the Corporation with respect to the appointment of members of the SAM Board by the Corporation and the other Summit Academy Schools serving as members of SAM. Any such authorization and appointment may be revoked at any time by resolution of the Board of Directors of the Corporation.

ARTICLE III OFFICERS

Section 1. Number, Title and Election. The officers of the Corporation shall consist of a President, Vice President, Secretary, and Treasurer and may include such other officers and assistant officers as the Board of Directors shall deem advisable, each of whom shall be elected by the Board at the annual meeting of the Board. Officers shall hold office for a term of one year, or until their successors are elected and qualified, except in the event of their earlier death, resignation or removal. All officers shall be elected from the Board of Directors of the Corporation, except the Treasurer and Secretary, who may or may not be Directors.

Section 2. Vacancies. A vacancy in any office because of death, resignation or removal of an officer shall be filled by the Board of Directors for the unexpired term of such office.

Section 3. Resignation or Removal of Officers. An officer of the Corporation may resign at any time by tendering his or her resignation in writing to the Board of Directors and such resignation may become effective immediately upon its delivery to the Board. An officer of the Corporation may be removed at any time, with or without cause, by the Board of Directors. The election or appointment of an officer for a term of office shall not be deemed to create contract rights.

Section 4. President. The President shall preside at all meetings of the Board and shall coordinate the activities directed by the Board of Directors and shall oversee the actions of the Corporation subject to the policies and goals established by the Board of Directors.

Section 5. Vice President. The Vice President shall perform the duties of the President when the President is absent, and all other duties as may be assigned by the Board of Directors or the President.

Section 6. Secretary. The Secretary shall be responsible for providing notice of meetings to the Board of Directors where notice is required, and to the public for the matters concerning the public school, and shall keep or approve a record of the proceedings of the Board of Directors, and shall perform other duties as may be required by the Board of Directors or the President. The Board of Directors may contract with a third party to carry out part or all of the Secretary's duties, pursuant to a vote of the Board of Directors.

Section 7. Treasurer. The Treasurer shall act as, or in conjunction with, the fiscal officer or fiscal agent of the Corporation and shall have custody of the cash, securities, and other assets of the Corporation. The Treasurer shall receive contributions, bequests, revenues, and other assets to which the Corporation is entitled and disburse funds as directed by the Board of Directors. The Treasurer shall maintain or approve appropriate books of account and supporting records and shall prepare or approve and file all returns and related reports required by federal and state statutes and regulations and shall perform other duties as may be required by the Board of Directors or the President. However, notwithstanding the fact that the Corporation has named a person to serve as its Treasurer, the Board of Directors may contract with a third party to provide for part or all of the Treasurer's responsibilities, subject to a vote of the Board of Directors. The Board may require a bond in any amount, at its discretion or as directed by law, and the cost of the bond or bonds shall be paid for by the Corporation.

ARTICLE IV

INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS

Each person who at any time is or shall have been a Director, officer, employee or agent of the Corporation, or a Director member of the Governing Board of the school, and such person's heirs, executors and administrators, shall be indemnified by the Corporation, both during and after their association with the Corporation, for those acts or omissions concerning the Corporation, in accordance with and to the full extent permitted by the Nonprofit Corporation Law of the State of Ohio as in effect at the time of the adoption of these Regulations or as amended from time to time thereafter. The foregoing right of indemnification shall not be deemed exclusive of other rights to which any Director, officer, employee, agent or other person may be entitled in any capacity as a matter of law or under any regulations, agreement, vote of Directors, or otherwise. As authorized by the Board of Directors, the Corporation may purchase and maintain insurance against liability on behalf of any such person to the full extent permitted by law in effect at the time of the adoption of these Regulations or as changed from time to time.

ARTICLE V

CONTRACTS BETWEEN CORPORATION AND RELATED PERSONS

To the greatest extent allowed by Ohio law and, while operating as a public Ohio community school specifically subject to the limitations and restrictions imposed on public officers, any contract or other transaction between this Corporation and one or more of its Directors, or between this Corporation and any entity of which one or more of this Corporation's Directors are interested,

whether such Director is a member of the Governing Board of the school or not, shall be valid for all purposes, notwithstanding the presence of such Director at the meeting at which the Board of Directors of the Corporation acts upon, or in reference to, such contract or transaction, and notwithstanding the participation of the Director in such action, if the fact of such interest shall be disclosed or known to the Board of Directors, and the Board of Directors nevertheless, authorize, approve or ratify such contract or transaction by a vote of a majority of the Directors present. Unless Ohio law otherwise prohibits or permits, the interested Director may be counted in determining whether a quorum is present, but may not be counted in voting upon the matter or in calculating the majority of such quorum necessary to carry such vote. This Article shall not be construed to invalidate any contract or other transaction which would otherwise be valid under the common and statutory law applicable thereto.

ARTICLE VI
BOOK AND RECORDS

The Corporation shall keep correct and complete books, records and minutes of the Board of Directors' meetings, and, so long as required by Ohio law, during the time when the Corporation is functioning as a public school, such books and records shall be public records. The Secretary of the Corporation shall keep an accurate list of the names and addresses of the Board of Directors.

ARTICLE VII
AMENDMENTS

These Regulations may be amended by a majority of all of the Board of Directors.

Exhibit A

Directors

Director	Initial Term
Nicole Forte	3 years
Jordan Shaver	1 year
Amber Bodrick	2 years
Kendra Godiciu	1 year
Joe Gagliano	2 years

Summit Academy Warren Elementary

I. March and April Treasurer's Report

a. March:

- i.*** Foundation revenue (line 1) this month was for 120.77 FTE's. The budget is based on 113 students at an average of \$15,446.76 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 Service costs (line 23) Actual includes \$1.2k for snow removal in the month of February. No budgeted amount for snow removal this month.
- v.*** Repairs & Maintenance (line 25) actual includes replace sump pump for boiler. Budget includes facilities CIP project to replace small section of roof.
- vi.*** Food Service costs (line 31) actual includes breakfast and lunch services for the month of February. As well as supplies for the fruits & vegies program.
- vii.*** 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. April:

- i.* Foundation revenue (line 1) this month was for 119.80 FTE's. The budget is based on 113 students at an average of \$15,446.76 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.* Repairs & Maintenance (line 25) actual includes work done to restore heat in classrooms and hallway. Budget includes additional amount for facilities CIP project to replace small section of roof.
- v.* Curriculum costs (line 26) actual includes testing materials; paid for with federal funds. Also includes student consumables; paid for with student fee funds.
- vi.* Food Service costs (line 31) actual includes breakfast and lunch services for the month of March.
- vii.* 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 Elementary
Unaudited Statement of Activities
March 2018**

	FY18		Budget/Actual Variance	Monthly % Variance	Year to Date Actual	FY18		Budget/Actual Variance	YTD Budget	YTD % Variance	FY18 Budget
	Current Month Actual	Current Month Budget									
Revenue											
1 Foundation Revenue	\$ 167,212	\$ 145,982	\$ 21,229	-13%	\$ 1,506,761	\$ 1,319,264	\$ 187,498	-12%	\$ 1,757,211		\$ 1,757,211
2 Total Medicaid Revenue	\$ -	\$ 6,011	\$ (6,011)	0%	\$ 15,148	\$ 36,068	\$ (20,919)	138%	\$ 108,469		\$ 108,469
3 Total Grants Revenue	\$ 37,227	\$ 21,646	\$ 15,581	-42%	\$ 193,772	\$ 218,561	\$ (24,789)	13%	\$ 280,801		\$ 280,801
4 Total Food Program Revenue	\$ 9,562	\$ 7,973	\$ 1,589	-17%	\$ 73,782	\$ 63,089	\$ 10,694	-14%	\$ 86,259		\$ 86,259
5 Total Student Fees	\$ -	\$ 54	\$ (54)	0%	\$ 5,092	\$ 5,252	\$ (160)	3%	\$ 5,360		\$ 5,360
6 Total Contributions	\$ 18	\$ -	\$ 18	-100%	\$ 124	\$ -	\$ 124	-100%	\$ -		\$ -
7 Total Investment Income	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		\$ -
8 Total Other Revenue	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		\$ -
Total Revenue	\$ 214,019	\$ 181,667	\$ 32,352	18%	\$ 1,794,680	\$ 1,642,234	\$ 152,446	9%	\$ 2,238,099		\$ 2,238,099
Management Fees	\$ 214,019	\$ 181,667	\$ 32,352	18%	\$ 1,794,680	\$ 1,642,234	\$ 152,446	9%	\$ 2,238,099		\$ 2,238,099
Net Gain (Loss) for the Year	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -		\$ -
Expenditures by SAM for each School											
12 Total Salaries and Wages	\$ 75,931	\$ 80,596	\$ 4,665	-6%	\$ 712,529	\$ 720,098	\$ 7,569	-1%	\$ 958,795		\$ 958,795
13 Total Payroll Taxes	\$ 2,651	\$ 1,882	\$ (769)	29%	\$ 19,108	\$ 16,942	\$ (2,166)	11%	\$ 22,590		\$ 22,590
14 Total Retirement Benefits	\$ 10,628	\$ 12,107	\$ 1,479	-14%	\$ 99,910	\$ 108,960	\$ 9,050	-9%	\$ 145,280		\$ 145,280
15 Total Insurance Benefits	\$ 18,682	\$ 13,348	\$ (5,334)	29%	\$ 119,894	\$ 120,135	\$ 241	0%	\$ 160,180		\$ 160,180
16 Total Payroll Processing	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		\$ -
17 Total Staff Recruiting	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		\$ -
18 Total Sponsorship Fees	\$ 1,818	\$ 2,187	\$ 369	-20%	\$ 18,087	\$ 19,682	\$ 1,595	-9%	\$ 26,243		\$ 26,243
19 Total Staff Training costs	\$ 279	\$ 50	\$ (229)	82%	\$ 1,764	\$ 14,373	\$ 12,609	-715%	\$ 17,159		\$ 17,159
20 Total General Travel	\$ 187	\$ 285	\$ 98	-52%	\$ 1,055	\$ 1,929	\$ 874	-83%	\$ 2,430		\$ 2,430
21 Total Building Lease costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		\$ -
22 Total Bldg Utilities	\$ 3,023	\$ 3,095	\$ 72	-2%	\$ 21,172	\$ 23,135	\$ 1,963	-9%	\$ 28,920		\$ 28,920
23 Total Bldg Service costs	\$ 2,577	\$ 1,426	\$ (1,151)	45%	\$ 737	\$ 48,108	\$ 47,371	-6426%	\$ 55,354		\$ 55,354
24 Total Copier Costs	\$ 716	\$ 685	\$ (31)	4%	\$ 7,143	\$ 6,165	\$ (978)	14%	\$ 8,220		\$ 8,220
25 Total Repairs & Maintenance	\$ 2,765	\$ 12,320	\$ 9,555	-346%	\$ 17,915	\$ 76,255	\$ 58,340	-326%	\$ 89,215		\$ 89,215
26 Total Curriculum costs	\$ 944	\$ 730	\$ (214)	23%	\$ 15,137	\$ 24,313	\$ 9,176	-61%	\$ 25,423		\$ 25,423
27 Total Education Therapy	\$ 10,072	\$ 15,727	\$ 5,655	-56%	\$ 80,340	\$ 123,901	\$ 43,561	-54%	\$ 154,855		\$ 154,855
28 Total Martial Arts costs	\$ -	\$ 569	\$ 569	0%	\$ 505	\$ 5,066	\$ 4,561	-904%	\$ 5,525		\$ 5,525
29 Total Meeting Costs	\$ -	\$ -	\$ -	0%	\$ 13	\$ 3,075	\$ 3,062	-23338%	\$ 4,325		\$ 4,325
30 Total Student Activity cost	\$ 600	\$ 1,060	\$ 460	-77%	\$ 1,683	\$ 9,772	\$ 8,089	-481%	\$ 13,382		\$ 13,382
31 Total Food Service costs	\$ 10,217	\$ 7,850	\$ (2,367)	23%	\$ 65,197	\$ 57,350	\$ (7,847)	12%	\$ 72,600		\$ 72,600
32 Total Shirts Uniform costs	\$ -	\$ -	\$ -	0%	\$ 588	\$ 1,030	\$ 442	-75%	\$ 1,630		\$ 1,630
33 Total Contract Bus Services	\$ -	\$ 350	\$ 350	0%	\$ -	\$ 2,700	\$ 2,700	0%	\$ 3,400		\$ 3,400
34 Total Insurance General	\$ 1,123	\$ 1,128	\$ 5	0%	\$ 8,682	\$ 4,647	\$ (4,035)	46%	\$ 5,775		\$ 5,775

Summit Academy
Warren Elementary
Unaudited Statement of Activities
March 2018

	FY18		Budget/Actual Variance	Monthly % Variance	Year to Date Actual	FY18 YTD Budget	Budget/Actual Variance	YTD % Variance	FY18 Budget
	Current Month Actual	Budget							
35 Total Legal Fees	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
36 Total Professional Services	\$ 628	\$ 670	\$ 42	-7%	\$ 4,909	\$ 10,545	\$ 5,636	-115%	\$ 12,134
37 Total Computers IT costs	\$ 200	\$ -	\$ (200)	100%	\$ 1,011	\$ 10,734	\$ 9,723	-962%	\$ 11,754
38 Total Office Expense	\$ 436	\$ 155	\$ (281)	64%	\$ 4,259	\$ 859	\$ (3,400)	80%	\$ 1,109
39 Total Advertising Expense	\$ 2	\$ 42	\$ 40	-1594%	\$ 27	\$ 536	\$ 509	-1899%	\$ 662
40 Total Development costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
41 Total Other expenses	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
42 Total Depreciation Expense	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
43 Total Interest and Loan Pmts	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
44 Total Admin. Cost	\$ 26,427	\$ 34,262	\$ 7,835	23%	\$ 258,128	\$ 308,354	\$ 50,227	16%	\$ 411,139
45 Total Expenses	\$ 169,907	\$ 190,524	\$ 20,617	11%	\$ 1,459,792	\$ 1,718,663	\$ 258,871	15%	\$ 2,238,099
46 Surplus/(Deficit) (before debt)	\$ 44,112	\$ (8,857)			\$ 334,888	\$ (76,429)			\$ -
47 Debt Payments	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -
48 Surplus/(Deficit)	\$ 44,112	\$ (8,857)			\$ 334,888	\$ (76,429)			\$ -
Number of Students	120.77				120.77				
Revenue per Student	\$ 1,772.12				\$ 14,860.32				
Expense per Student	\$ 1,406.86				\$ 12,087.37				

**Summit Academy
Warren Elementary
Unaudited Statement of Activities
April 2018**

	FY18		Budget/Actual Variance	Monthly % Variance	Year to Date Actual	FY18		Budget/Actual Variance	YTD Budget	YTD % Variance	FY18 Budget
	Current Month Actual	Budget				Actual	Budget				
Revenue											
1 Foundation Revenue	\$ 157,410	\$ 145,982	\$ 11,428	-7%	\$ 1,819,712	\$ 1,465,246	\$ 354,466	\$ 1,465,246	\$ 1,465,246	-19%	\$ 1,757,211
2 Total Medicaid Revenue	\$ -	\$ 6,011	\$ (6,011)	0%	\$ 23,139	\$ 42,079	\$ (18,940)	\$ 42,079	\$ 42,079	82%	\$ 108,469
3 Total Grants Revenue	\$ 19,783	\$ 20,746	\$ (963)	5%	\$ 216,111	\$ 239,308	\$ (23,197)	\$ 239,308	\$ 239,308	11%	\$ 280,801
4 Total Food Program Revenue	\$ 9,874	\$ 7,973	\$ 1,901	-19%	\$ 82,246	\$ 71,062	\$ 11,184	\$ 71,062	\$ 71,062	-14%	\$ 86,259
5 Total Student Fees	\$ 32	\$ 54	\$ (22)	70%	\$ 5,144	\$ 5,306	\$ (163)	\$ 5,306	\$ 5,306	3%	\$ 5,360
6 Total Contributions	\$ -	\$ -	\$ -	0%	\$ 124	\$ -	\$ 124	\$ -	\$ -	-100%	\$ -
7 Total Investment Income	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
8 Total Other Revenue	\$ 360	\$ -	\$ 360	-100%	\$ 360	\$ -	\$ 360	\$ -	\$ -	-100%	\$ -
9 Total Revenue	\$ 187,459	\$ 180,767	\$ 6,692	4%	\$ 2,146,836	\$ 1,823,001	\$ 323,835	\$ 1,823,001	\$ 1,823,001	18%	\$ 2,238,099
10 Management Fees	\$ 187,459	\$ 180,767	\$ 6,692	4%	\$ 2,146,836	\$ 1,823,001	\$ 323,835	\$ 1,823,001	\$ 1,823,001	18%	\$ 2,238,099
11 Net Gain (Loss) for the Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures by SAM for each School											
12 Total Salaries and Wages	\$ 73,169	\$ 80,596	\$ 7,427	-10%	\$ 827,135	\$ 800,693	\$ (26,441)	\$ 800,693	\$ 800,693	3%	\$ 958,795
13 Total Payroll Taxes	\$ 4,551	\$ 1,882	\$ (2,668)	59%	\$ 20,643	\$ 18,825	\$ (1,818)	\$ 18,825	\$ 18,825	9%	\$ 22,590
14 Total Retirement Benefits	\$ 10,628	\$ 12,107	\$ 1,479	-14%	\$ 121,166	\$ 121,067	\$ (99)	\$ 121,067	\$ 121,067	0%	\$ 145,280
15 Total Insurance Benefits	\$ 10,860	\$ 13,348	\$ 2,488	-23%	\$ 128,853	\$ 133,483	\$ 4,630	\$ 133,483	\$ 133,483	-4%	\$ 160,180
16 Total Payroll Processing	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
17 Total Staff Recruiting	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
18 Total Sponsorship Fees	\$ 1,756	\$ 2,187	\$ 431	-25%	\$ 19,845	\$ 21,869	\$ 2,024	\$ 21,869	\$ 21,869	-10%	\$ 26,243
19 Total Staff Training costs	\$ 831	\$ 25	\$ (806)	97%	\$ 2,595	\$ 14,398	\$ 11,803	\$ 14,398	\$ 14,398	-455%	\$ 17,159
20 Total General Travel	\$ 113	\$ 210	\$ 97	-86%	\$ 1,081	\$ 2,138	\$ 1,057	\$ 2,138	\$ 2,138	-98%	\$ 2,430
21 Total Building Lease costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
22 Total Bldg Utilities	\$ 2,836	\$ 2,760	\$ (76)	3%	\$ 23,954	\$ 25,895	\$ 1,941	\$ 25,895	\$ 25,895	-8%	\$ 28,920
23 Total Bldg Service costs	\$ 2,591	\$ 2,626	\$ 35	-1%	\$ 2,856	\$ 50,734	\$ 47,878	\$ 50,734	\$ 50,734	-1676%	\$ 55,354
24 Total Copier Costs	\$ 575	\$ 685	\$ 110	-19%	\$ 7,437	\$ 6,850	\$ (587)	\$ 6,850	\$ 6,850	8%	\$ 8,220
25 Total Repairs & Maintenance	\$ 2,588	\$ 11,820	\$ 9,232	-357%	\$ 18,174	\$ 88,075	\$ 69,901	\$ 88,075	\$ 88,075	-385%	\$ 89,215
26 Total Curriculum costs	\$ 2,464	\$ 380	\$ (2,084)	85%	\$ 15,671	\$ 24,693	\$ 9,022	\$ 24,693	\$ 24,693	-58%	\$ 25,423
27 Total Education Therapy	\$ 9,161	\$ 15,727	\$ 6,566	-72%	\$ 80,340	\$ 139,628	\$ 59,288	\$ 139,628	\$ 139,628	-74%	\$ 154,855
28 Total Martial Arts costs	\$ 285	\$ 439	\$ 154	-54%	\$ 512	\$ 5,505	\$ 4,993	\$ 5,505	\$ 5,505	-975%	\$ 5,525
29 Total Meeting Costs	\$ -	\$ 625	\$ 625	0%	\$ 13	\$ 3,700	\$ 3,687	\$ 3,700	\$ 3,700	-28101%	\$ 4,325
30 Total Student Activity cost	\$ -	\$ 1,060	\$ 1,060	0%	\$ 1,683	\$ 10,832	\$ 9,149	\$ 10,832	\$ 10,832	-544%	\$ 13,382
31 Total Food Service costs	\$ 8,018	\$ 7,950	\$ (68)	1%	\$ 83,215	\$ 65,300	\$ (17,915)	\$ 65,300	\$ 65,300	22%	\$ 72,600
32 Total Shirts Uniform costs	\$ -	\$ -	\$ -	0%	\$ 588	\$ 1,030	\$ 442	\$ 1,030	\$ 1,030	-75%	\$ 1,630
33 Total Contract Bus Services	\$ -	\$ 350	\$ 350	0%	\$ -	\$ 3,050	\$ 3,050	\$ 3,050	\$ 3,050	0%	\$ 3,400
34 Total Insurance General	\$ -	\$ -	\$ -	0%	\$ 8,682	\$ 4,647	\$ (4,035)	\$ 4,647	\$ 4,647	46%	\$ 5,775

**Summit Academy
Warren Elementary
Unaudited Statement of Activities
April 2018**

	FY18		Budget/Actual Variance	Monthly % Variance	Year to Date		YTD Budget	Budget/Actual Variance	YTD % Variance	FY18 Budget
	Actual	Budget			Actual	Budget				
35 Total Legal Fees	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -
36 Total Professional Services	\$ 572	\$ 530	\$ (42)	7%	\$ 5,510	\$ 11,074	\$ 11,074	\$ 5,565	-101%	\$ 12,134
37 Total Computers_ IT costs	\$ -	\$ 280	\$ 280	0%	\$ 1,056	\$ 11,014	\$ 11,014	\$ 9,959	-943%	\$ 11,754
38 Total Office Expense	\$ 782	\$ 48	\$ (735)	94%	\$ 4,995	\$ 907	\$ 907	\$ (4,089)	82%	\$ 1,109
39 Total Advertising Expense	\$ 2	\$ 42	\$ 40	-1594%	\$ 29	\$ 578	\$ 578	\$ 549	-1873%	\$ 662
40 Total Development costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -
41 Total Other expenses	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -
42 Total Depreciation Expense	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -
43 Total Interest and Loan Prms	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -
44 Total Admin. Cost	\$ 46,449	\$ 34,262	\$ (12,188)	-36%	\$ 304,577	\$ 342,616	\$ 342,616	\$ 38,039	11%	\$ 411,139
45 Total Expenses	\$ 178,233	\$ 189,938	\$ 11,705	6%	\$ 1,680,610	\$ 1,908,601	\$ 1,908,601	\$ 227,991	12%	\$ 2,238,099
46 Surplus/(Deficit) (before debt)	\$ 9,226	\$ (9,171)			\$ 466,226	\$ (85,600)	\$ (85,600)			\$ -
47 Debt Payments	\$ -	\$ -			\$ -	\$ -	\$ -			\$ -
48 Surplus/(Deficit)	\$ 9,226	\$ (9,171)			\$ 466,226	\$ (85,600)	\$ (85,600)			\$ -
Number of Students	119.80				119.80					
Revenue per Student	\$ 1,564.77				\$ 17,920.17					
Expense per Student	\$ 1,487.76				\$ 14,028.46					



**Educational Service Center of Lake Erie West
Community Schools Center
Director's Report
2017-2018 School Year**

Month: May 2018

Director Name: Allison Glass

School Name: Summit Academy Community School-Warren

Management Company: Summit Academy Management

Teaching Staff Information

Number of Teachers: 8

Number HQT: 8

Number of Intervention Specialists: 9

Number HQT: 7

Number of Instructional Aides: 2 and 1 Sensei

Number HQT: 3

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

NONE

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

Mary Tsimouris- Middle School Math- Retirement Effective May 31, 2018

Laura Sylvester- Behavior Specialist- Resignation effective June 10, 2018

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

Student Information

Grades Served: K-7

Attendance Rate: 91.15%

Enrollment: 117

Number & Percent on IEPs: 94/80%

Number & Percent on 504s: 3/.03%

Number on Home Instruction: 0

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

Students Withdrawn: 1

Due to 105-Hour Rule: 1

Total Students Suspended: 5

Total Students Expelled: 0

Students with IEP's Suspended: 5

Students with IEP's Expelled: 0

*The 2 Intervention Specialist that are not considered HQT serve in classroom teacher roles (music and social studies/science). They are intervention specialist part time to assist with caseload.

Additional Comments:

Standards and Instruction

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

NONE

Testing and Assessment

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

Students took end of the year classroom assessments.

Four of our 3rd grade students took the Terra Nova at the end of May.

Number of students tested using alternative assessments: 8

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)

Title I Services- All students K-3

Corrective Action Plan Update (if applicable)

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

NONE

Academic and Non-Academic Goal Update (Attachment 11.6)

Events

May 2- Super Parent Meeting

May 4- *The Lion King* Music Production

May 7-11- Teacher Appreciation Week

May 16- Super Parent Meeting

May 18- African Drum Assembly for the whole school

May 21- Lip Sync Battle, Kickball games grades 4-7, Jungle Terry Grades K-3

May 22- Inner School Martial Arts Tournament and Board Breakathon

May 23- All students completed paintings

May 24- School Carnival, Dance, and Kona Ice Truck visit

May 25 Clean Up Day

List any parent activities that occurred this month:

See bolded type above.

Time to Brag

May 1 and 29- Our teachers participated in professional development centered around analyzing data and different assessment types. Professional development is not an easy task in the month of May.

May 31- Staff participated in another professional development workshop with Dr. Brobeck regarding Emergenetics (thinking and behavioral preferences).

We will only need to fill the Behavior Specialist position as everyone else is returning next year.

We are excited about upcoming changes to enhance learning in our classrooms moving to next year.



Governing Authority Board Report Summit Academy Management June/July 2018

I. CEO Report

Trends I am seeing as we reach the end of the School Year (SY)

As of May 5th enrollment has declined over the school year by an average of 7.20 students per week. This has been tracked since the middle of November to current in our Student Information System (SIS) from a high of 2822 to a current enrollment of 2668. I have not included CRC enrollment in these numbers. The final number will drive our revenue for the next 4 months, July, August, September, and October.

As reported at the May SAM Board meeting, we will have made a small profit of \$61,167.00 in April for a year to date profit of \$ 874,109.00. This keeps us in compliance with our new banking covenants.

We announced the closure of 6 CRC's to facilities and staff. These CRC's were not profitable and caused a substantial loss for the organization. We will continue to monitor these operations on a month by month basis and I will report the year end results in August. The total expected drop in enrollment for these facilities is 126 students. Staff affected were given the opportunity to apply for open positions in schools close to their facility.

Staffing budgets were sent out to all building directors in March and meetings were held with directors, regionals, and Officers with the development of these budgets. These are very conservative budgets using enrollment numbers available in March. Some schools had updated commitments to enhance their goals. Deb Skul has been out to, and will continue meet with School Boards to explain the process. We are projecting lower overall enrollment and lower revenue for our schools and the staffing budget is representative of these facts.

May 10th Barbra Danforth filed a discrimination case in Summit County Common Pleas court. AIG our insurance carrier has been notified via normal procedures.

The Parma school staff voted to be represented by the Cleveland Alliance of Charter School Teachers and Staff union and we will start the process of negotiations in June. To save money Ryan Hough Chief Human Resources Officer will be the primary negotiator with assistance by legal counsel as needed.



II. HR

The Human Resources Department is busy preparing employee contracts for the 2018-2019 school year. We are working directly with the School Directors and Curriculum leadership to ascertain the building staff needs for the next school year. Additionally, we are preparing for the upcoming labor negotiations in Parma and Youngstown.

We continue to look at our technology needs as they relate to improving accuracy and efficiency. As part of our strategic planning process, we are working with our local Information Technology Center (NeoNet) to evaluate other Human Resource Information Systems (HRIS) options that would assist us in achieving continuous improvement in our HR data management and transactional processes.

Often when organizations are experiencing financial strain staff development tends to take a back seat. The Human Resources Department is hard at work to maintain and increase our skill sets while not increasing costs to the organization. We have one employee registered for the HR Star conference (<http://www.hrstarconference.com/cleveland/>) in Cleveland coming in July. The conference is a one-day seminar featuring a vast array of HR specific topics. Additionally, one staff member will be attending the Annual Innovations in Benefits conference (<https://www.eventbrite.com/e/annual-innovations-in-benefits-conference-tickets-44184765824>) in May. Presentations from this event include "Trendspotting in Employee Benefits" and "Navigating Wellness in the Workplace" among others. Both conferences will provide valuable professional development for the department at no cost to Summit Academy Management. We will continue to look for no or low cost professional development opportunities for our department to ensure that we are able to "sharpen the saw" despite our financial challenges.

Summit Academy Management's HR department strives to provide the best possible services to our schools, our employees, and our stakeholders. Questions for the department can be sent to HR@summitacademies.org or ryan.hough@summitacademies.org.

III. Finance

I would like to update the Fiscal committee on a few items that we have been working on since our last meeting in April.

First, we have parted ways with the Aloha Group for future financing opportunities. We are working with a CPA firm, out of Cleveland, Ohio, named Novogradic and Company. We are working with Amanda Reed, who was referred by a banking contact, Presley Gillespie.



Second, working with Huntington Bank and our workout banker, Doug Howard. I have had bi-weekly phone conversations with Doug on a variety of topics. Building the relationship and ensuring that every SAM employee and Board member is on board with financial stability is what is going to make us bankable, again. The CFO, Treasurer and finance department are only part of the framework. It will take a commit from every Chief and every employee to make this happen. Our March financials were sent, to Huntington, on April 9, 2018. We passed our first test of the covenant for the period of January 1, 2018 through March 31, 2018. On May 6, 2018, our April financial were sent to Huntington for review.

Third, we received news on April 9, 2018, from ODE, that our overall State Foundation funding remained consistent, slightly from an average of \$14,854.69 to \$14,851.66, from March to April, accordingly. I would like to caution the committee, however, that we are back to receiving roughly \$3.57mm in gross foundation, after deductions, the net is at \$3.18mm. The remainder of the year will still require cautionary spending to meet our obligations and new bank covenants.

Next, April 2018 MTD and YTD number continue to be positive. For the date ending April 30, 2018, we are positive \$63,826 MTD and \$874,109 YTD.

Moving forward, we must be prudent in making better financial decisions. We must also look at our business model and business systems that are currently being utilized. Part of our strategic plan for FY18 is to improve and implement solutions in these areas.

Jim Wilson, CFO