

Board of Directors – Board Meeting Agenda

Columbus Preparatory Academy

Date	05-21-2020
Location	Virtual
Meeting Type	Regular

Directors and Officers in Attendance, those absent listed with *

Columbus Preparatory Academy

Marty Ditello Director and *Board President*
Nikki Barron Director and *Board Secretary*
Erin Addington Director
Jermaine Fox Director
Aatish Patel Director

The following Accel Representatives were present : Malik Moore (video), Natalee Long (phone)

The following guests were present: Kevin Massa (phone), Christine Allen (video), Alecia Dole (video), Damian Giammarco (phone)

The following Ohio Council of Community Schools representatives were present: Megan Schmidt

Live stream began at 5:58pm

Call to Order and Introductions – Marty called the meeting to order at 6:00 PM

Approval of current meeting agenda for May 21,2020 - Upon motion duly made (Erin), and seconded (Jermaine), the Board approved the agenda with a of vote 5-0-0

Approval of Previous meeting minutes:

- a. Approval of Meeting Minutes for January 16, 2020- Upon motion duly made (Erin), and seconded (Aatish), the Board approved the minutes with a of vote 5-0-0
- b. Approval of Special Meeting Minutes for February 29, 2020- Upon motion duly made (Aatish), and seconded (Erin), the Board approved the minutes with a of vote 5-0-0
- c. Approval of Special Meeting Minutes for April 9, 2020- Upon motion duly made (Aatish), and seconded (Erin), the Board approved the minutes with a of vote 4-0-1, Jermaine abstained as he was not present

Approval of policy updates – There were no policy updates

Task Force Updates

Finance Task Force -

1. The task force reported there are still open items regarding invoices received from CHATA and Cornerstone for teachers that were moved to other schools without the board's consent. The task force recommended that the Board approve the financials with the understanding that those invoices have not been approved to be paid and are still an open action item. The following months' financial statements were reviewed and approved with the above listed condition.
 - December 2019- Upon motion duly made (Erin), and seconded (Jermaine), the Board approved the financial statements with a of vote 5-0-0
 - January 2020- Upon motion duly made (Jermaine), and seconded (Erin), the Board approved the financial statements with a of vote 5-0-0
 - February 2020= Upon motion duly made (Aatish), and seconded (Jermaine), the Board approved the financial statements with a of vote 5-0-0
 - March 2020- Upon motion duly made (Erin), and seconded (Aatish), the Board approved the financial statements with a of vote 5-0-0
 - April 2020- Upon motion duly made (Jermaine), and seconded (Aatish), the Board approved the financial statements with a of vote 5-0-0
2. Five Year Forecast Approval- Nikki reported that after providing feedback to Accel on the five year forecast and changes being made she did recommend approving the five year forecast and budget. The recommended changes made were
 - a. Utilizing the Wellness Grant as previously approved by the Board and requested by the Board. The original draft of the budget included Accel utilizing the Wellness grant to cover salary expense and not the plan the HOS had previously presented and the Board approved.
 - b. At the time Massa solutions did not recommend reducing funding based on state budgeting cuts.
 - Upon motion duly made (Jermaine), and seconded (Aatish), the Board approved the five year forecast with a of vote 5-0-0
3. Budget Approval
 - a. Upon motion duly made (Aatish), and seconded (Jermaine), the Board approved the budget with a of vote 5-0-0

Governance Task Force - Chair Marty Ditello.

- Sunshine Law update- Last reminder for it to be completed for compliance. Only one member still needs to complete.
- Damian Giammarco- Damian went and had his background check completed, based on the pandemic there have been some delays in receiving results. Waiting on results.
- School Calendar Review- The task force reviewed the proposed calendar and made a suggestion to move the start of school back one week to fall in line with local districts and allow more time to adapt to changes in guidelines due to Covid. The HOS and his team agreed with the suggestion.

- Upon motion duly made (Erin), and seconded (Nikki), the Board approved the 2020-2021 calendar with a of vote 5-0-0

Jermaine lost his connection to the meeting at 6:21pm

Renovation Task Force - Chair Nikki Barron.

- The full plan is tabled until 2021- Marty communicated with Lenny (OCCS) regarding COVID stopping our progress in the building. The board appreciates Lenny understanding the pause in process and the potential to look at the grant again in the Fall.
- We are currently looking for quotes on increasing headcount in one of the classrooms in the Elm. building.

Jermaine regained connected at 6:26pm

Communication Task Force- Pushed the review of this task force and position to the Annual Meeting

Support Organization Task Force- Chair Marty Ditello

PTO-.The PTO was able to provide graduation signs for all the Senior class, the HS team was able to deliver them to every senior's home. Candy bar sale ended and the funds are being used potentially to add an electric sign at the entrance of the school, the PTO is also willing to look at using some of the funds for technology if needed in the Fall.

Extra Curriculars- The school will look at refunding collected basketball fees as the season was cancelled.

Interior Grounds Task Force- Chair Nikki Barron

1. A team came in and deep cleaned every classroom in the building. Once a room has been deep cleaned it is closed off for use.

Exterior Grounds Task Force- Marty Ditello

1. Community Clean Up- No update based on Covid, the team is having fields seeded to improve the quality and increase green space.

General Board Business

CPA Principals Report- FTE Budget 840, Enrolled 846

- Currently scheduling a playground inspection that must be completed twice a year at the cost of \$3500, Mr Moore is looking into having a staff member trained for \$1200 and they will be able to complete the inspections.
- Joe Brandyberry was hired as Food Services Director- he has started to work on collecting past due lunch balances and putting in processes to help students in need. There is currently \$16k in

unpaid lunch balances, 70% of those families have already been contacted and 20% of the balances paid.

- Three year safety plan was approved.
- ROX held a virtual graduation ceremony
- 5/22/2020 is scheduled for socially distant kindergarten graduation
- 5/29/2020 is scheduled for socially distant 8th grade graduation
- HS graduation scheduled for June
- Mr Moore has created an open and teaching culture with the team during Covid on their daily touch base calls and are continuing them for the week after school lets out.
- Virtual Field day took place on Flip grid
- Virtual National Honor Society inductions
- The student art show was cancelled due to Covid, Nikki suggested having a virtual art show on Facebook
- Mr Moore has been sending a weekly update newsletter to families and sharing resources
- The school has been painted and the rugs cleaned.

OCCS Brief –

- Megan gave a final reminder for Sunshine Law training
- Megan is excited about the changes the team is working on for the CPA handbook
- Megan is proud of the student centered steps and focus is the Board and on site team at the schools are taking to make the students feel supported. She stated the CPA was the first school to have a virtual plan to take care of all students. She thanked Mr Moore for caring for the students.

New business

- A. Wellness Grant Update
 - a. Mr Moore reiterated that it does not make sense to use the Wellness grant for salaries as Accel attempted to budget. He wants to use it for the plan he presented (and was approved) to the Board. IT will be used for Capital Expenditures and to get kids access to services they do not have. He wants the funds to be used on something sustainable.
- B. OCCS contract amendment
 - a. Upon motion duly made (Nikki), and seconded (Erin), the Board approved the minutes with a of vote 5-0-0
- C. Management Contract- The Governance task force has been asking Accel for their best and final offer to be reviewed and discussed prior to the meeting, it was not received until 5:28pm the day of the meeting, asking for a response of approval by Tues. The Governance task force will review with legal counsel on Friday and Saturday and the Board will need to call a Special Meeting to make a decision.
- D. Approve Supply Refunds- During weekly touch points with the HOS and team, the Governance task force asked Dave Massa to issue supply refunds to families who were in financial need, the amount was less than \$400 total.
- E. Technical Agreement with XTek- When the schools were closed and students needed to move to Virtual learning, teachers and the leadership team at the school completed a survey of parents to determine if there were students in need of devices for virtual learning. It was discovered that Accel had not moved the school owned devices onto the school owned domain when requested (by Board approved directive) in late 2018. The Board asked FIT technologies

(contracted with Accel) to move the devices to the school owned network so they could be used by the students for virtual learning. FIT stated they would have to get approval from Accel to unlock the school owned devices; Accel would not provide approval to FIT to unlock the devices or move them to the school owned domain. Accel asked for a liability release to unlock the devices and move them to a school owned domain, and stated they would not manage those devices on the domain. In response the school had to contract with XTek to load the new licenses (that were purchased by the school) onto the school owned domain and manage those devices. This was not able to be done in time for the FY2019 school year due to the refusal to unlock the devices but XTek is setting them up for the FY2020 school year.

10.) Public Comment- None

Marty adjourned the meeting at 6:58pm