

**The Autism Model School  
Approved Board Meeting Minutes  
October 29, 2013**

**Attending:** Raj Parikh, Mark Greenblatt, Carl Windnagle, Lisa Marsalek, James Rothschild, Isaac Demarest

**Excused:** Mary Murray, Edward Cancio

**Also Attending:** Mary Walters, Director; Kali Kowalski, Receptionist/Recorder of the Minutes; Joel Vidovic, Behavior Management Director; Apryl Morin, Sponsor Representative

**Meeting called to order at 5:34 p.m.**

**I. Welcome and Public Comments**

Nothing presented.

**II. Minutes from the September 24, 2013, Board Meeting. Discussion and Approval.**

*Motion to approve the September 24, 2013, Board Meeting Minutes, as written:*

1. *Jim Rothschild*
2. *Mark Greenblatt*

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

**III. Strategic Planning Exercise.**

Lisa spoke on behalf of the committee. *Please see the attached outline of information covered.*

**IV. Committee Reports**

**A. Finance Committee**

**1. September Budget Reconciliation and Variance Report**

Mr. Windnagle stated that we have additional money remaining in the budget for curriculum funds after spending \$40,000 this year. Ms. Walters mentioned that no state adjustments have been made in October for the revenue reflecting additional students that were added and plan to be added to the school's enrollment. There should be an increase in the school's revenue for the year based on the increased enrollment of students. Ms. Walters stated that the October deposit figure was not updated by the state in the form of the governor's new funding plan which was adopted for the current fiscal year. However, the October deposit reflects an additional \$29,000.00 + which has not been broken into revenue categories. Ms. Walters stated that these revenue figures are expected to be updated with the

November deposit. Mr. Parikh questioned when the state's reimbursement process will be streamlined. Ms. Walters stated that it was supposed to be smoothed out for October but now sources are telling her it will be November because of the changes in the funding model and process. Ms. Morin reassured the board that she was notified everything will be complete by November. Ms. Walters mentioned that the school will be receiving an increase in the Title I and Title II-A funds – see board packet. Mr. Windnagle spoke regarding the variance report and stated although we have a lower income for October our expenses are lower as well.

*Motion to approve September Budget Reconciliation and Variance Report as presented in the board meeting packet:*

1. *Jim Rothschild*

2. *Lisa Marsalek*

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

## **2. Federal Grant Funds**

### **3. Five Year Forecast**

Ms. Walters stated that changes have been made for an increase in income regarding nine additional students that were not previously budgeted. Figures shown are based upon a 1% increase in expenses and no change in revenue. Mr. Rothschild noticed there is a slight discrepancy in non-operating receipts. Ms. Walters reminded the board that certain grants help fund our after-school program at the Self Reliance Center and do not offer funds towards the Autism Model School.

*Motion to approve the updated Five Year Forecast:*

1. *Mark Greenblatt*

2. *Isaac Demarest*

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

## **B. Director's Report**

Ms. Walters stated that the Department of Education has some issues with the van that we previously intended to purchase due to driver licensure requirements. Ms. Walters stated that the school's administration has considered other models of wheelchair accessible vans and we are currently prepared to purchase one which costs less than \$14,000. This cost is much lower than originally considered, therefore Ms. Walters questioned whether we should

use available funds or continue with the original plan to use the line of credit. Mr. Parikh and Mr. Demarest stated that it will be beneficial if we continue to purchase this van by using the line of credit available.

Ms. Walters commended the substitute teachers that the school is currently utilizing for the open teaching positions at the school. She stated that all of the personnel in these positions are going far above and beyond what she could have expected. She presented a case for two teachers to be considered for additional compensation since they are working extra hours or assisting other teachers.

There was a long discussion on the rights of students with disabilities and the need to offer accommodations.

Ms. Walters stated that Ms. Becky Knapp, Job Training Coordinator and herself would be presenting to Leadership Toledo to request a donation for a bicycle path to be built around the school.

Ms. Walters mentioned that she had met with Dr. Durant, Interim Superintendent of Toledo Public Schools to create “silos” of education in the area so that Autism and other special education charter schools would be able to more openly cooperate with other schools in the area. Dr. Durant mentioned to Ms. Walters that he is presently working on establishing a school in the Jefferson Center that will work with students to further develop their expertise in some areas. They are attempting to package the Glendale-Feilbach school but he would also like us to consider some type of collaboration with them.

Mr. Parikh stated that he would be interested in at least meeting with Dr. Durant to discuss the idea further. He would consider merging in a few areas based upon the information he has to offer.

Ms. Walters reviewed the previous month’s new hires and resignations.

*Motion to approve the September New Hires and Resignations as presented in the Director’s Report:*

1. Mark Greenblatt
2. Lisa Marsalek

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

**a. Educational Program/Curriculum Report**

Ms. Walters spoke regarding the curriculum updates. She informed the board that some of our students have needed to be broken down into smaller groups in order to advance in the same curriculum as other students. We are working on accommodating every individual student’s needs and there are plans to move some students into smaller teacher to student

ratio classes. We currently have enough staff to implement this change and we have ordered additional instructional materials to cover the addition of groups.

**b. Job Training Program Report**

Ms. Walters stated that the PAES lab is completely set-up and training for all of our instructional staff is in progress. The PAES lab will be up and running, with all staff training in approximately three weeks.

**c. Strategic Planning Committee**

Exercise completed at the beginning of the board meeting.

**d. Policies and Procedures Committee**

Nothing presented.

**V. Old Business**

Nothing presented.

**VI. New Business**

Mr. Parikh stated that he would like to present a “State of the School Address” to the staff at the school before the Thanksgiving break. Ms. Walters advised that we should encourage all board members to attend and distribute the proper notices to local media in order to call this a public meeting. The board members discussed an exact time and date and decided upon November 27, 2013 at 8:30 a.m.

The board then discussed allotting more time during the next scheduled board meeting to further develop ideas that were presented during the PEST exercise.

*Motion to move the start time of the November 26, 2013 Board Meeting from 6:00 p.m. to 5:30 p.m.:*

1. Lisa Marsalek
2. Mark Greenblatt

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

**VII. Adjourn**

*Motion to adjourn at 7:08 p.m.:*

1. Carl Windnagle
2. Lisa Marsalek

*Vote: Yes – Unanimous – Greenblatt, Windnagle, Marsalek, Rothschild, Demarest.*

**The next board meeting is scheduled for Tuesday, November 26, 2013, at 5:30 p.m.**