

The Autism Model School
Approved Board Meeting Minutes
March 18, 2013

The meeting was called to order at 6:00 p.m.

Attending: Raj Parikh, Carl Windnagle, Mark Greenblatt, Lisa Marsalek, James Rothschild, Sherry Moyer, Mary Murray

Excused: Edward Cancio

Also Present: Apryl Morin, Sponsor Representative; Isaac Demarest, Prospective Board Member; Mary Walters, Director; Joel Vidovic, Behavior Management Director; Kali Kowalski, School Receptionist/Recorder of the Minutes.

I. Welcome and Public Commentary

II. Board Minutes from February 26, 2013. Discussion/Approval.

Motion to approve the February 26, 2013 minutes as written:

1. Lisa Marsalek
2. Mark Greenblatt

Vote: Yes – Unanimous – Parikh, Windnagle, Rothschild, Moyer, Murray, Marsalek, Greenblatt

III. Committee Reports

A. Finance Committee

- 1. February Budget**
- 2. February Variance Report**

The board discussed the budget and the variance report.

Motion to approve the February, 2013 budget and the February, 2013 variance report as presented in the board packet:

1. Lisa Marsalek
2. Carl Windnagle

Vote: Yes – Unanimous – Parikh, Greenblatt, Rothschild, Moyer, Murray, Marsalek, Windnagle.

B. Curriculum Committee

- 1. Direct Instruction, TeachTown, HeadSprout Reading, ABLLS, and VB MAPP curricula.**

Mary Walters, Director introduced the curriculum material to be discussed. The school will be transitioning a majority of students to “Direct Instruction” by April 29th. The school was aiming for earlier in April, however, due to State Assessments the date had to be postponed. The school administration is holding weekly meetings to help prepare the staff for the transition. Some of the material is already being practiced with the students.

Joel Vidovic, Behavior Management Director gave an in-depth presentation of the curriculum and opened the meeting for discussion regarding the curriculum. To benchmark students’ performance in a standardized manner, teachers will be using the Kaufman Test for Educational Achievement which gives a quick snapshot of a student’s skillset. This assessment will be re-administered in one year to gauge individual progress. A consultant from McGraw Hill is going to conduct an all-day training to breakdown the Direct Instruction programming for the teachers. Joel reviewed the master schedule and a few techniques that will be incorporated in this programming. Students who do not meet the prerequisite requirements for the Direct Instruction will participate in ABLLS, VB-MAPP, TeachTown, Headsprout Reading, or PLATO courseware. The State IIS offers more curricula to teachers so that a student who is not thriving in the Direct Instruction can be routed to a Plan B or

C to differentiate instruction. Fidelity of instruction will be monitored, and Joel indicated there is already a fidelity checklist available from Direct Instruction so that this can be implemented.

C. Strategic Planning Committee

1. Transition Program curriculum- Pathfinder and PAES programs

Mary Walters, Director, introduced the PAES program as a possible addition to curriculum for job training and work readiness. School administration plans to observe the PAES program at a school in Mentor, OH and will re-present the information at a future board meeting.

The board reviewed updates with regards to collaboration with the Autism Academy of Learning. The board approved the ad hoc committee of Sherry Moyer, James Rothschild, Mark Greenblatt and Mary Walters to continue researching the possibility of this alliance.

D. Policies and Procedures Committee

1. School enrollment policy draft.

Mary Walters, Director spoke regarding the possible revisions to our admissions policies. Attachments C-G of the board packet contain suggested revisions.

Raj Parikh suggested that all board members review the suggested changes to the admissions policies for the next meeting and discuss approval of these revisions at the next board meeting in April. Regardless of statute's regulation we need to focus on our mission.

IV. Director's Report

Mary Walter's presented her report and discussed a recent conversation with the school's sponsor. Due to recent funding changes for Educational Service Centers, our sponsor will be increasing sponsor fees charged to the school. The Autism Model School's excellent rating with the Ohio Department of Education has allowed the ESC to postpone the increase until July of 2014. At that time, our sponsorship fee will increase to 2% of TOTAL revenue (from the current 1 ½ % fee). Mary indicated that 2% is still the lowest fee charge among all sponsors in Ohio.

Reminder of the Annual Autism Awareness Breakfast on April 19, 2013.

The board reviewed the school calendar for the 2013-2014 school year.

Motion to approve school calendar:

1. Carl Windnagle
2. Sherry Moyer

Vote: Yes – Unanimous - Parikh, Greenblatt, Rothschild, Marsalek, Murray, Windnagle, Moyer.

Mary reviewed bids for updated fencing around school playgrounds. Raj Parikh suggested that administration speak with our lessor regarding payment for the improvement.

Motion to conditionally approve \$1,500.00 for the School Director to improve the conditions of the playgrounds.

1. James Rothschild
2. Lisa Marsalek

Vote: Yes – Unanimous - Parikh, Greenblatt, Rothschild, Moyer, Murray, Rothschild, Marsalek.

Mary reviewed February staff new hires and resignations.

Motion to approve resignations/new hires:

1. Mark Greenblatt
2. James Rothschild

Vote: Yes – Unanimous - Parikh, Greenblatt, Windnagle, Marsalek, Murray, Greenblatt, Rothschild.

Mary discussed different bids for transportation for two students. One student requires a wheelchair accessible vehicle and the other is extremely aggressive and requires an aide to assist with her bus ride. Federal law states the school must provide transportation for the students. The law also states that if the child's disability is the reason for the behavior, the student cannot be expelled.

James Rothschild suggested acquiring bids for transportation of the students in separate vehicles as well as quotes for the purchase/conversion of a wheelchair accessible van for the school.

Mary briefly reviewed the outcome of our audit and there were no issues presented with our records.

V. Old Business

A. Review of Van Driver Contract Information

As part of the van driver's request for a salary increase, Raj Parikh proposes that the school ask Job1USA to decrease their fees after an employee's 1st year of service as opposed to their 3rd year as Job1USA originally proposed. Raj would also like to see that if we give an employee through their agency a pay increase of \$1.00 that Job1USA would absorb the increase in pay and not increase their fee.

B. Review of Open Meetings Guidance

Raj Parikh pointed out the Open Meetings Guidance documents included in the board packet and urged all board members to review the guidelines.

C. Property Taxes

Motion to move to executive session in accordance with ORC 121.22 (G)(2)-(6) item 10 for the purpose of discussing a legal matter with all members of board and requesting recommendations.

1. James Rothschild
2. Lisa Marsalek

Vote: Yes – Unanimous - Parikh, Greenblatt, Rothschild, Moyer, Murray, Rothschild, Marsalek.

Transitioned to executive session at 7:26 p.m.

Motion to end executive session:

1. Mark Greenblatt
2. Sherry Moyer

Vote: Yes – Unanimous - Parikh, Greenblatt, Rothschild, Moyer, Murray, Marsalek, Greenblatt, Moyer.

Executive session concluded at 7:38 p.m.

VI. New Business

The school building's lease has been extended. Administration is going to speak with the lessor regarding additional upgrades to the building (i.e. carpeting, etc.)

Motion to adjourn at 7:40 p.m.:

1. Mary Murray
2. Sherry Moyer

Vote: Yes – Unanimous - Parikh, Greenblatt, Rothschild, Windnagle, Marsalek, Murray, Moyer.

The next board meeting is scheduled for Tuesday, April 30, 2013, at 6:00 p.m.