

The Autism Model School
Board Meeting Minutes
October 16, 2018
Location: Autism Model School
Jaeger Hall
3020 Tremainsville Road
Toledo, OH 43613
5:30 PM

Attending: Cynthia Frye, Toni Gerber, Mark Greenblatt (late arrival), Lisa Marsalek, James Rothschild, Bruce Weinberg

Excused: Ed Cancio, Isaac Demarest, Raj Parikh

Also Attending: Mary Walters, Director; Catherine Moore, Administrator 2 /Recorder of the Minutes; Joel Vidovic, Behavior Management Director; Mary Cornell, Assistant Behavior Management Director; Luke Reed, Developmental Director; Jen Adkins, Sponsor Representative – ESC Lake Erie West; Jessica Bair – ESC Lake Erie West

Meeting began at 5:31 PM

I. Welcome and Public Comments

- Nothing presented.

II. Minutes

- i. From the September, 2018 board meeting. Discussion and approval.

Motion to approve the September 25, 2018 minutes as written:

1. James Rothschild

2. Cynthia Frye

Vote – Yes – Unanimous: Frye, Gerber, Marsalek, Rothschild,

III. Standing Reports

a. Financial Report

- i. September, 2018 Financials—budget & variance reports.
- The Board reviewed and discussed the September, 2018 budget & variance report.

Motion to approve the September, 2018 Financials:**1. Lisa Marsalek****2. James Rothschild****Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothschild**

- ii. New Van quotes – updates since September meeting
 - The board discussed the updates, and Rothschild began making the motion, “Motion to approve the purchase of six new Honda vans, consistent with the quote from Jim White Honda, authorizing Mary Walters to pay \$500 more per van if necessary, and to have the vans fitted with lucite or plexiglass barriers per the recommendation of Julius Walker.”
 - The board discussed the loan proposal prepared by Signature Bank for the purchase of the vans, and Jim made a new motion.

Motion to approve the purchase of 6 vans from Jim White Honda as quoted and to accept the most favorable loan from Signature Bank to finance the purchase:**1. James Rothschild****2. Toni Gerber****Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothschild**

- iii. Formal Update on Federal Funds and General Funds – notice to parents
 - Walters provided the board with an update regarding Federal Funds and General Funds. No parents attended the meeting.
- iv. Five-Year Forecast
 - The board reviewed and discussed the Five-Year Forecast.

“Resolved, that the Board of Directors hereby approves and adopts the prepared Five-Year Forecast (October 2018 Submission) and authorizes the fiscal officer to submit the Five-Year Forecast in the proper format to the Sponsor for ultimate submission to the Ohio Department of Education by the designated deadline”:

1. Lisa Marsalek

2. Mark Greenblatt

Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothschild

b. Sponsor Representative Report

- Adkins talked about the monthly e-mail update and informed the board that she and Walters discussed the 11.6 goals that are due November 30.
- Adkins and Bair conducted the monthly site visit and reviewed compliance items. They gathered stakeholder input through interviews with three students. The students had nothing but good things to say about the staff. Of particular interest to both Adkins and Bair was one student's response to the question, "What would you change to make the school better?" The student replied, "Beef up the technology; we have technology but it's a bit archaic."
- Adkins updated board members regarding their own compliance issues, reminding those that need to renew or update their credentials to do so.

c. Policies and Procedures – online system initial trial (Board Docs)

- Walters informed the board that the Board Docs website was not quite ready to roll out to them, but that it should be available prior to the next board meeting—hopefully within a week.

d. Director's Report

- The Board reviewed and discussed the September, 2018 New Hires and Resignations.

Motion to approve the September, 2018 hires and resignations:

1. Mark Greenblatt

2. James Rothschild

Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothschild

- A grant application for \$29,093.30 was submitted to the APNO (formerly TRAN) group on Friday, October 12th. The request is for four ecommerce lab physical components as part of the larger business plan prepared for ProMedica Foundation.

- Draft Annual Report [handout]
 - ii. The board discussed the Annual Report (draft). Weinberg noted that his position (President) had been left out of the report.

Motion to approve the Annual Report with the correction to include Weinberg's title as President:

1. Lisa Marsalek

2. Toni Gerber

Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothschild

- Walters asked if the board would prefer a different format for future annual reports and the general consensus was that the current format is fine for the school's purposes.

e. Development Director's Report

- i. Nonprofit Innovation Ceremony
 - The Comics4Comprehension program did not receive the award, but was one of four finalists highlighted at the ceremony.
- ii. Dance Til You Shine
 - The Halloween Dance was a hit. Reed shared the feedback from one parent whose family attended the dance. The parent thanked everyone for the event. The child wasn't able to participate in group activities like this in their previous school.
- iii. Giving Tuesday (Northwest Ohio version)
 - The Toledo Community Foundation is holding a raffle for participants to encourage giving. Stay tuned for more details.

IV. New Business

- Rothschild asked Walters about the lease of the St. Clement School building. We have four years until the end of the lease in 2022. Should we consider opening up to the parish about an extension 5 years or 3 years on the lease?
- Walters brought up the request by the St. Clement Parish Office to help cover the cost of salt for the parking lot, with a

suggested donation by the parish manager of \$1,000.00 from Autism Model School.

- Rothschild suggested approaching the parish about the salt and an extension of the lease terms.
- Gerber asked if the space was good for the school, if the school chose not to expand, and Walters replied that the space was barely adequate.

V. Old Business

i. Paid Time Off policy update

- Tabled until next meeting.

ii. Aut to be Partners (E Value) and ProMedica Innovations update

- Walters, Vidovic, and Rothschild discussed the presentation made to the ProMedica Foundation in September. According to Walters, John Klotz from ProMedica Innovations was planning to meet with Gary Cates to see what thoughts the Foundation has regarding the proposal; that was last Thursday and we haven't heard back about that.
- Rothschild added that Joel and Mary did a phenomenal job, and said, "I would give it two more weeks – let me know – what you learn, one way or another."

iii. May Institute presentation

- Vidovic detailed his visit to the May Institute. He said there was a very positive reception and a verbal commitment from the leadership, face to face. After meeting with all of the groups, Joel and Alison did a full presentation, and May Institute offered CEUs to their staff for attending that presentation. It was worth the face time to develop that relationship. There are a lot of lines in the water.
- Gerber asked Vidovic, "What is the next step with the May Institute?" Vidovic replied that now we figure out how to pilot the program and develop the materials. The May Institute is simultaneously interested in studying Direct Instruction [performing an implementation science study] through collaboration with Autism Model School.

- There is a plan to go to Chicago in May to share information on Direct Instruction – it will increase our visibility as a legitimate academic school.
- Vidovic told the board that he would attend OCALI in November for a joint presentation with Jim Taylor, the gentleman from the UK that Vidovic engaged with last year regarding the Aut to be Partners program.

iv. Potential Board Member consideration

- Weinberg asked Frye to invite Jessica Grimone-Hopkins, the board member applicant whose resume was received in September, to a board meeting.

Motion to adjourn at 6:22 PM:

1. James Rothchild

2.

Vote – Yes – Unanimous: Frye, Gerber, Greenblatt, Marsalek, Rothchild

The next board meeting is scheduled for Tuesday, November 20th at 5:30 pm at the Autism Model School, 3020 Tremainville Road, Toledo, Ohio, 43613.