

The Autism Model School  
Board Meeting Minutes  
March 19, 2019  
Location: Autism Model School  
Jaeger Hall  
3020 Tremainsville Road  
Toledo, OH 43613  
5:30 PM

**Attending:** Isaac Demarest (late arrival), Cynthia Frye, Toni Gerber, Mark Greenblatt, Raj Parikh, James Rothschild, Bruce Weinberg

**Excused:** Ed Cancio, Lisa Marsalek

**Also Attending:** Mary Walters, Director; Catherine Moore, Administrator 2 /Recorder of the Minutes; Joel Vidovic, Behavior Management Director; Luke Reed, Developmental Director; Amy Trautwein, Transition Services Coordinator; Jessica Bair, Sponsor Representative - ESC Lake Erie West

**Meeting began at 5:30 PM**

I. Welcome and Public Comments

- Nothing presented.

II. Minutes

- From the February, 2019 board meeting. Discussion and approval.

**Motion to approve the February 19, 2019 minutes, subject to the removal of Rothschild's name from votes in which he did not vote as he was not present:**

**1. Cynthia Frye**

**2. Raj Parikh**

**Vote – Yes – Unanimous: Frye, Gerber, Rothschild, Parikh**

**Abstain – Greenblatt**

III. Standing Reports

a. Financial Report

- i. February, 2019 Financials—budget & variance reports.

- The Board reviewed and discussed the February, 2019 budget & variance report.
  - The board returned to the February, 2019 discussion of special needs funding, and discussed the school's appeal/interest to families of students who have not been diagnosed with autism.
  - Rothschild questioned a personnel cost category that was way over budget. Demarest explained that the State Teacher Retirement System and the School Employee Retirement System were budgeted together leaving an under-budget variance. The most likely reason was that the two were previously combined and accounted for as administrative costs and when Massa took over they did not separate the funds.

**Motion to approve the February, 2019 Financials:**

**1. James Rothschild**

**2. Mark Greenblatt**

**Vote – Yes – Unanimous: Demarest, Frye, Gerber, Greenblatt, Rothschild, Parikh**

ii. Van Driver Calamity Days

- Walters informed the board that the school had utilized seven calamity days this winter, resulting in lost wages for the school's contracted van drivers. The board has compensated the contracted drivers for calamity days in previous years.
- Demarest reminded the board that the money is included in the budget.

**Motion to compensate the van drivers whose primary relationship to the Autism Model School is contracted van driving for 7 calamity days at the holiday rate of 5 hours each per calamity day:**

**1. James Rothschild**

**2. Toni Gerber**

**Vote – Yes – Unanimous: Demarest, Frye, Gerber, Greenblatt, Rothschild, Parikh**

iii. Health Insurance Renewal Quote

- Walters presented the health insurance quote from Paramount Insurance, as negotiated by USI.
- Board members recommended shopping out the insurance quotes due to the 17% increase quoted initially by Paramount.
- A few board members asked Walters if she was satisfied with the services of USI. Parikh and Frye both felt that USI had lost a “personal touch” after being bought out last year. The board will discuss health care brokerage after next year’s insurance rates have been secured.

b. Sponsor Representative Report

- i. Bair reviewed the monthly update previously e-mailed to board members.
- ii. Bair told the board that she conducted a site visit earlier this month, focusing on special education records. She stated that the records were organized and thorough. She also got to observe a student receiving services, and informed the board that the teachers were very good at providing these services.
- iii. During the monthly review, the financial oversight specialist found no red flags.

c. Policies and Procedures

- i. Policy and/or Procedure
  - Nothing presented.

d. Director’s Report

- i. The Board reviewed and discussed the February, 2019 New Hires and Resignations.

**Motion to approve the February, 2019 hires and resignations:**

**1. Mark Greenblatt**

**2. Isaac Demarest**

**Vote – Yes – Unanimous: Demarest, Frye, Gerber, Greenblatt, Rothschild, Parikh**

- ii. School Improvement Plan
  - Second Meeting
    - Walters provided board with the school's consultant from the SST1, Laura Warden's notes from the school improvement plan meeting on March 5, 2019. SIP consultant Laura Warden indicated she will be visiting the school twice a month through June 2021 to review the plan, which is not yet finished.
    - Walters told the board she is being pushed to stop voicing her concerns about tying the improvement plan to the graduation rate, but she refuses to stop talking, and will continue to do so; she is "incensed" that this is occurring. Walters will update the board regarding the meetings every month.
    - Vidovic made mention of a lawsuit lost by the State of Hawaii Department of Education regarding the cut off of students' service at age 20.
- iii. Update/discussion regarding contracted students.
  - Anthony Wayne is no longer interested in contracting for student services, and we are still communicating with Ann Arbor.
  - The board asked Walters and Bair what Kurt Aye has said regarding the issue. Aside from wanting to know if we needed a teacher certified to teach in the state of Michigan, he has not said much. Walters indicated Kurt is clearly avoiding responding based on her two contacts with him since he requested information. In the case of any contract, the student's teacher would be a teacher in his home district; Autism Model School is simply a service provider.
- iv. Financial Audit completed for FY 2018 – Auditor and Treasurer have sent emails to board members.
  - Walters checked to be sure all board members received the report.
  - The board discussed the audit and concluded that it would be appropriate for the Finance Committee to release a

semiannual report and to include the duties of Audit Committee in their responsibilities.

- v. Graduating student needs – discussion.
  - Trautwein described her recent visit to Ann Grady to tour their vocational setting with a graduating student who lives at the facility. The student uses an iPad as a primary means of communication at the school, but does not have a similar means of communication at Ann Grady. Trautwein said that the staff of Ann Grady has tried what they consider similar devices and apps, but the student has trouble generalizing, and seems to only be able to communicate effectively with her AMS iPad.
  - Parikh asked Trautwein if the school was just asking to donate the iPad. Other members voiced their support and the board concluded the school should donate the iPad to the student upon graduation.
  - Frye suggested donating a brand new iPad for longevity, but Trautwein said that because the student does not generalize well, she may not be able to effectively use a new device as well as she uses her current device. In her experience, the student treats the iPad very well.
  - The board discussed what life might be like for the student after her current iPad gave out. Trautwein assured the board members that the apps the student uses for communication are listed in the Summary of Performance. In the event of device failure, a future guardian/caregiver should be able to repopulate a new device.
- e. Transportation Director's Report
  - i. Attached—nothing new to report.
- f. Development Director's Report
  - i. Upcoming Grant Proposals
    - Reed reported that there was no news to report on the School Improvement Grant.
  - ii. Upcoming Events

- While we are still working to secure a speaker for the upcoming Autism Awareness Breakfast, we have contacted Dr. Peter Gerhardt, Executive Director of the EPIC School in Paramus, New Jersey, who may be able to speak at next year's breakfast.

iii. Internet Bandwidth Proposal

- Reed presented the board with the proposed e-rate figures for higher bandwidth internet access. He said that we currently have the bare minimum recommended bandwidth for our use-case. We would like to bump it up.

IV. Old Business

- Paid Time Off Policy update – to be addressed at a future board meeting.

V. New Business

i. Lunch Support Staff

- Walters and Vidovic brought up a potential safety issue concerning lunchtime. The Clinical Management Team is covering the needs of individual students at lunch, leaving overall coverage of the campus minimal during that time. Walters would like to look into recruiting additional lunch staff. She emphasized that dependability would be key and presented a few options. If the positions are paid, the board would need to approve new positions.
- The board discussed various methods to provide the school with additional lunch staff such as volunteers, university students, and current van drivers. Rothschild requested Walters give the board the month to weigh the options.

ii. Nominations for Board Office

- Weinberg called for nominations to board leadership positions. A vote will occur in April, when the current term expires.

- Nominees for board leadership positions:
  - Secretary: Rothschild
  - Treasurer: Demarest
  - Vice President: Marsalek
  - President: Weinberg
- Frye announced her resignation from the board to pursue a position on the Lucas County Board of Developmental Disabilities
  - Weinberg directed the board to look for new members, and reminded the board members that their personal dedication makes them an awesome board.
  - The board discussed what they prefer in a new board member. Weinberg would like another parent of a current student on the board. Parikh thinks it is a good idea, but cautioned that such a person would need to understand the potential for conflict. Several board members expressed a desire to invite a doctor or nurse to the board. Weinberg's family recently met a doctor with a child on the spectrum, and will explore that avenue. Greenblatt suggested inviting a former student to join. Walters responded that she could think of a parent who may wish to join and one or two former students who might be able to understand and voice their opinions. Rothschild asked Walters to come to the next meeting with those names.
  - Rothschild also suggested asking large employers if they have an employee looking for board work with a child on the spectrum. He will reach out to his clients for input.
  - Walters recommended inviting Linell Weinberg, Executive Director of the Autism Society of Northwest Ohio (retired) and spouse of board president Bruce Weinberg, to join the board. Frye thinks she is an excellent candidate. The board discussed the

implications of having a married couple on the board, and the possible issues that may arise. Several board members suggested increasing the board membership to 11, if possible, to resolve potential quorum issues. The board agreed to consider L. Weinberg, and encouraged Walters and B. Weinberg to invite her to the next meeting.

- Walters informed the board that The A-Team, the school's former partner in after school care, has been dissolved. They donated their remaining funds in excess of \$15,000 to the school.

**Motion to adjourn at 6:39 PM:**

**1. Greenblatt**

The next board meeting is scheduled for Tuesday, April 23, at 5:30 pm at the Autism Model School, 3020 Tremainsville Road, Toledo, Ohio 43613.