

The Autism Model School  
Board Meeting Minutes  
June 23, 2020  
Virtual Meeting via Zoom

**Attending:** Ed Cancio, Isaac Demarest, Mark Greenblatt, Lisa Marsalek, Raj Parikh (early departure), Bruce Weinberg, Linell Weinberg

**Excused:** Toni Gerber, James Rothschild

**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; Jessica Bair, Sponsor Representative - ESC Lake Erie West

**Meeting began at 5:30 PM**

I. Agenda

**Motion to approve the June 23, 2020 meeting agenda as written:**

1. Lisa Marsalek
2. Linell Weinberg

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, Parikh, L. Weinberg**

II. Welcome and Public Comments

- Nothing presented.

III. Minutes

- From the May, 2020 board meeting. Discussion and approval.

**Motion to approve the May 19, 2020 minutes as written:**

1. Lisa Marsalek
2. Isaac Demarest

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, Parikh, L. Weinberg**

IV. Standing Reports

- a. Financial Report

- i. May, 2020 Financials—budget & variance reports.
  - The Board reviewed and discussed the May, 2020 budget & variance report.

**Motion to approve the May, 2020 Financials:**

**1. Mark Greenblatt**

**2. Linell Weinberg**

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, Parikh, L. Weinberg**

- ii. Potential increase costs for FY 2021 (safety related)
  - Walters informed the board of anticipated safety requirements and the associated costs as the school works to reopen in accordance with the Ohio Department of Health and Ohio Department of Education guidelines.
- iii. Update on FY 2021 budget cuts/changes
  - Massa provided the update in saying there are no updates – “We just don’t have a good line of sight on what those adjustments will be right now.”
  - The budget will be adjusted retroactively.
  - The school received additional CARES funding in the amount of \$42,000+.
- iv. Contracts/Hourly worker’s compensation
  - Walters informed the board that contracts will expire next week, and the school needs to provide teachers with new contracts. Without knowing what the budget will look like next year, the school needs to offer something.
  - Parikh asked what the school has done with budget uncertainty in the past. Walters replied that they have done many different things in the past, including decreasing all pay 5% across the board during an economic turndown.

- Parikh recommended going forward with a 3% merit based rate, as the board has done in previous years.

**Motion to increase the gross salary amount by 3% based on the recommendation of the administration for all staff as well as a \$500 sign on bonus to teachers who sign on by June 30, 2020:**

**1. Raj Parikh**

**2. Lisa Marsalek**

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, Parikh, L. Weinberg**

b. Sponsor Representative Report

- i. Bair reported that there were no red flags in the financial audit.
- ii. There was no site visit this month, but the ESC is offering PD training and office hours during this time.
- iii. There will be a requirement to outline a plan for Remote Learning due to the state by July 31, 2020.
  - B. Weinberg asked if the plan was going to be evaluated by the state; Bair said it would just be on file, there would be no formal approval of the plan.

c. Policies and Procedures

- i. Policy and/or Procedure
  - Blended learning plan will be submitted to the state by the due date.
  - 3<sup>rd</sup> grade testing – the state requires a board motion to allow paper testing.

**Motion to permit paper and pencil testing for third grade students as determined by each student's IEP team and as documented on each student's IEP:**

**1. Lisa Marsalek**

**2. Linell Weinberg**

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, L. Weinberg**

d. Director's Report

- i. Preliminary planning for reopening school.
  - The Administration and Clinical Management Team are working diligently on the reopening plan. It will need to be approved by the governing authority.
  - Walters talked about the building maintenance staff, the work they have been doing in our absence, and what they may be planning on doing when the school reopens.
  - L. Weinberg offered to make masks for students. Walters said we may take her up on it, but we will have to work with families to determine what they are able to do.
  - The reopening plan will go hand in hand with the blended learning plan.
- ii. Graduation drive through, Friday, June 26<sup>th</sup> at 7 pm front parking lot of school.
  - Walters detailed the upcoming physically distanced graduation celebration.
- iii. Update on E-commerce project.
  - Walters said the WTA is currently finishing up the software template. Vidovic said the project is going very well. Each week the WTA team is adding to the program and working through the bugs. This phase is at 86% completion.
  - We are nearly ready to go onto the next phase of the project, but we will need authorization to do so.

**Motion to approve the subcommittee of Parikh, Rothschild, Walters, and Vidovic to authorize the start of the next phase of the project:**

**1. Lisa Marsalek**

**2. Ed Cancio**

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, L. Weinberg**

- iv. Residence affidavit approval.

**Motion to approve the May, 2020 Residency Verification Form:**

**1. Lisa Marsalek****2. Linell Weinberg****Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, L. Weinberg**

## v. Update on staff.

- The Board reviewed and discussed the May, 2020 New Hires and Resignations; there were no changes to report.
- Walters announced to the board that she is planning to retire June 30, 2021.
  - B. Weinberg said that the board had originally planned for Walters' retirement in 2022, so it will occur sooner than anticipated, but they have been preparing.
  - B. Weinberg asked for board members to consider setting up a search committee for the next school director.

## e. Development Director's Report

## i. Toledo Community Foundation

- Reed informed the board that we received a grant from the Toledo Community Foundation to help form an official alumni group. The grant provides just over \$3,000 which will be used to plan some type of event in the fall and alumni outreach.

## ii. Reed told the board to look forward to an annual report in July.

## V. Old Business

- Nothing presented.

## VI. New Business

- Parent survey results.
  - Walters provided the board with the results of the parent survey.
  - This survey was very different from surveys of the past because it was focused on the school's

pandemic response and distance learning.

- Location for the board meeting July, 2020.
  - Bair has not heard anything about electronic meetings ending with the easing of gathering restrictions; Massa said that the allowance of electronic meetings is valid through December, 2020.

**Motion to conduct the next school board meeting virtually on Tuesday, July 21, 2020:**

1. Lisa Marsalek
2. Linell Weinberg

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, L. Weinberg**

**Motion to adjourn at 6:19 PM:**

1. Lisa Marsalek
- 2.

**Vote – Yes – Unanimous: Cancio, Demarest, Greenblatt, Marsalek, L. Weinberg**

The next board meeting is scheduled for Tuesday, July 21, 2020 at 7150 W. Central Avenue, 1st Floor, Toledo, Ohio 43617 if social distancing is lifted.—or as motioned in New Business.