

**The Autism Model School
Board Meeting Minutes
April 25th, 2023**

Meeting Start: 5:30 PM

Attending: Bruce Weinberg, Linell Weinberg, Raj Parikh, Toni Gerber, Lisa Marsalek

Excused: Jim Rothschild, Mark Greenblatt, Isaac Demarest

Also Attending: Joel Vidovic, Executive Director; Marcus Flynn – Recorder of Minutes; Jessica Bair, Sponsor Representative - ESC Lake Erie West; Luke Reed, Development Director

Meeting began at 5:30 PM

I. Agenda

- a. Discussion and approval.
 - i. **Motion to approve the April 2023 agenda as written:**
 - 1. **Marsalek**
 - 2. **Gerber**
 - a. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**

II. Welcome and Public Comments

- a. Nothing presented.

III. Minutes

- a. Discussion and approval of minutes from the February, 2023 board meeting.
 - i. **Motion to approve the February 2023 Minutes as written:**
 - 1. **L. Weinberg**
 - 2. **Gerber**
 - a. **Vote – Yes – Unanimous: : L. Weinberg, Parikh, Marsalek, Gerber**

IV. Standing Reports

- a. Financial Report
 - i. The Board reviewed and discussed the February 2023 financial report.
 - 1. **Motion to approve February 2023 Financial reports:**
 - a. **Marsalek**
 - b. **Gerber**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
 - ii. The Board reviewed and discussed the March 2023 financial report.
 - 1. **Motion to approve March 2023 Financial reports:**

- a. **L. Weinberg**
- b. **Gerber**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- b. Sponsor Representative Report
 - i. Jessica Bair presented the Sponsor Representative Report for April 2023
 - ii. There were no questions.
 - iii. The Autism Model School site visit will be April 27th, 2023

V. Policies and Procedures

- a. Bed Bug Mitigation
 - i. **Motion to approve the new 4.0 Health and Safety Policy for Bed Bugs:**
 - 1. **Gerber**
 - 2. **L. Weinberg**
 - a. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- b. Student Address Verification Report
 - i. February Student Address Verification presented
 - 1. Discussion and approval.
 - a. **Motion to approve the February 2023 Student Address Verification Report:**
 - i. **Parikh**
 - ii. **L. Weinberg**
 - 1. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
 - ii. March Student Address Verification presented
 - 1. Discussion and approval.
 - a. **Motion to approve the March 2023 Student Address Verification Report:**
 - i. **Gerber**
 - ii. **Parikh**
 - 1. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**

VI. Director's Report

- a. Staffing Update for February 2023
 - i. Reviewed and Discussed
 - 1. **Motion to approve the February 2023 Staff Changes:**
 - a. **L. Weinberg**
 - b. **Marsalek**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**

- b. Staffing Update for March 2023
 - i. Reviewed and Discussed
 - 1. **Motion to approve the March 2023 Staff Changes:**
 - a. **L. Weinberg**
 - b. **Marsalek**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- c. Current Staffing Update for March 2023
 - i. We currently have 15 licensed intervention specialists on staff.
 - ii. Total current vacancies at intervention specialist position: 2
 - 1. 1 of the vacancies is currently being filled by a substitute teacher who has worked in various positions for AMS (paraprofessional/substitute teacher) for 10 years. This individual has also been a BCBA for the past two years.
 - 2. 1 of the vacancies is currently filled by an individual who has been a paraprofessional with Autism Model School for over 10 years
 - iii. Total vacancies at the paraprofessional position for current enrollment: 2
 - iv. Total vacancies at the paraprofessional position for expanded enrollment: 7
- d. Current Funding/Enrollment Update
 - i. Current enrollment: 96 students
 - 1. 1 withdrawal in March
 - 2. 1 new student enrolled in March
 - 3. Vidovic presented graphs to the board showing funding numbers
- e. Software Update
 - i. Documentation for Patent Attorney broken down into 5 sections
 - 1. Program Overview- 100% Complete
 - 2. Creating Customizable Content- 80% Complete
 - 3. Trainee Interface- 100% Complete
 - 4. Trainer Interface – 95% Complete
 - 5. Administrative Interface- 0% Complete
- f. Catastrophic Cost
 - i. Catastrophic Cost Application was submitted on March 9th, 2023
 - ii. Refund would be expected in June of 2023.
- g. State Audit
 - i. Audit for FY22 is complete
 - ii. AMS was awarded the State Auditors Award for FY22.
 - * Well done Dave Massa 😊!
- h. Building Projects Update
 - i. PA System
 - 1. Fully operational in main school building

- 2. Waiting on a few parts still to connect Annex Building to main school building
 - 3. Once this project is complete we will be able to submit for \$94,000 worth of reimbursement
 - ii. Mini-Split Air Conditioning Unit
 - 1. Installed in Multi-purpose room over Spring Break
- i. Teacher Contracts
 - i. Teacher Contracts for 2023-2024 School Year went out last week.
 - ii. Deadline for sign-on bonus is Friday, May 5th, 2023.
- j. Security Incident
 - i. On Saturday evening (April 1st) at approximately 7:20 p.m. there was another attempted break-in at Autism Model School.
 - 1. Two male teens approached the school on bike from the driveway near Adelaide. They examined windows near the Archer and Hercules classroom before making their way to the school playground. After swinging for a few minutes, they approached the window air conditioning unit near the Cygnus classroom and proceeded to aggressively remove it. They leaned into the classroom through the resulting opening, but did not enter the building.
 - ii. This is the 5th incident in the past 21 months in which our school has been the target of a break-in.
 - iii. Of particular concern are the window A/C units which have been a primary point of entry.
 - 1. We've discussed the potential of putting fencing around the A/C units to reduce this area of vulnerability.
 - 2. Quote for this work will be discussed in New Business.
- k. OEC Complaint
 - i. Findings document received on March 15th, 2023
 - 1. AMS has completed the Corrective Action from this Finding
- l. Due Process Hearing Request
 - i. Request for Due Process hearing received on March 27th, 2023
 - ii. District response to Due Process Hearing Request sent on March 31st, 2023
 - iii. Mediation scheduled for May 5th, 2023

*Vidovic announced questions related to items K and L should be reserved for Executive Session

VII. Development Director's Report

- a. Development Director Report was reviewed and discussed.

VIII. Transportation Directors Report

- a. Reviewed and Discussed ; Tabled for later board meeting
 - i. Quotes from Kia of Findlay
 - ii. 2023 Kia LXS
 - iii. Trade-in Value for Van #12

IX. Old Business

- a. Lease Committee Update
 - i. Parikh and Vidovic had nothing new to present
- b. Sunshine Law Training
 - i. Vidovic announced who needed to complete a sunshine law training and by when

X. New Business

- a. Proposed lease for copy Machines
 - i. The board reviewed and discussed
 - 1. **Motion to approve the copy machine bid from Ohio Business Machine**
 - a. **L. Weinberg**
 - b. **Parikh**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- b. ABAI Annual Convention Attendance
 - i. Vidovic presented that this conference is being held in Denver this year and that this would be a great opportunity to keep connections close and to network with fellow specialists
 - 1. **Motion to approve Joel Vidovic's attendance at the 49th annual ABAI convention for up to \$3,000:**
 - a. **Marsalek**
 - b. **Parikh**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- c. Use of 21st Century Grant Remaining Funds
 - i. Reviewed and discussed
 - 1. **Move to approve a reallocation of \$19,762 from the 21st Century Grant that was previously allocated to salary and benefits to now be allocated to purchase services to support the ongoing development of AMS' E-Learning Software.**
 - a. **Gerber**
 - b. **L. Weinberg**
 - i. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
- d. Quote to install air conditioners and fencing
 - i. Reviewed and Discussed
 - 1. **Motion to approve bid for air conditioning installation and fencing pending signing of new lease with St. Clements and agreement of parish with installation and fencing**
 - a. **Parikh**
 - b. **Gerber**

2. **Parikh**
 - a. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
 - i. **Roll Call Vote**
 1. **L. Weinberg-yes**
 2. **Marsalek-yes**
 3. **Parikh-yes**
 4. **Gerber-yes**
 5. **B. Weinberg-yes**
 - b. Administrative staff not on a salary schedule
 - i. **Motion to approve salary adjustments as laid out in option one in Vidovic's proposal**
 1. **Gerber**
 2. **Parikh**
 - a. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**
 - c. Employee Benefit Plan Selection
 - i. **Motion to approve bids from Anthem Blue Cross Blue Shield of Ohio and Delta Dental**
 1. **Marsalek**
 2. **Parikh**
 - a. **Vote – Yes – Unanimous: L. Weinberg, Parikh, Marsalek, Gerber**

Motion to adjourn at 6:38 PM

1. **Parikh**

The next regular board meeting is scheduled for Tuesday, May 16th, at 5:30pm. The meeting will be held at the office of Mark Greenblatt, located at 7150 W. Central Avenue, Ste. 100 Toledo, Ohio 43617