

The Board of Directors of the Lakewood City Academy of the Lakewood City School District, city of Lakewood, County of Cuyahoga, State of Ohio, met in Regular session in Room 106 at Lakewood City Academy, 13701 Lake Avenue, Lakewood, Ohio on Tuesday, January 10, 2017, at 4:10 p.m.

**ROLL CALL**

Members Present: Mr. Calaway, Mr. Drops, Ms. George, Mr. O'Bryan

Members Absent: Ms. Cabell

#12/17

**ADOPTION OF AGENDA**

Mr. O'Bryan moved and Ms. George

seconded the motion that the following resolution be adopted:

BE IT RESOLVED by the Board of Directors of the Lakewood City Academy that the Agenda for the January 10, 2017 Regular Meeting be adopted as printed.

Upon Roll Call on the motion the vote was as follows:

Mr. Calaway - Yea  
Mr. Drops - Yea  
Ms. George - Yea  
Mr. O'Bryan - Yea

Nays: None

The motion passed.

**APPROVAL OF MINUTES**

Mr. Drops moved and Ms. George

seconded the motion that the minutes of the October 11, 2016, Regular Meeting of the Board of Directors of the Lakewood City Academy be approved.

Yeas: Mr. Calaway, Mr. Drops, Ms. George, Mr. O'Bryan

Nays: None

The motion passed.

## COORDINATOR REPORT / SPONSOR REPORT

### Enrollment

Ms. Bornino-Elwell reported that LCA's enrollment figures are staying steady at around 126 students even as some students leave and other students are coming in.

### House Bill #2

With regard to the new House Bill 2, Ms. Bornino-Elwell explained that she will need to wait for NEOLA to put out the policy. The policy is expected to affect traditional schools more than LCA. The idea behind it is to eliminate suspending students for issues such as attendance and basic behavior issues and instead suspend for major infractions such as weapons, drugs, etc. This will be at the Board's discretion.

### Sponsor Improvement Plan

Ms. Ramsey-Caserio reported on efforts involving the compliance process through the State of Ohio for LCA and on behalf of Lakewood City Schools as the sponsor. The overall sponsor rating is based on a total score in the areas of academic, compliance, and quality. After several phone conversations with the Office of Quality School Choice to gain knowledge, guidance and feedback a draft plan was submitted. In November, the State sent notification that due to several areas in which a Sponsor Improvement Plan was needed, LCS' overall sponsor rating for 2015/16 fell short.

Utilizing information provided by the Office of School Choice, Ms. Bornino-Elwell, Ms. Ramsey-Caserio and Mr. Zeman spent some time compiling and submitting a comprehensive plan to demonstrate that LCS is an "Effective Sponsor". Word was just received that this plan was also rejected resulting in an "Insufficient Sponsor" rating. There are 30 days in which to correct this. Ms. Ramsey-Caserio will be in touch with the State this week to try and identify those particular areas and work with the State to put a plan into place they will accept. Much of the issue stems from the lack of guidance and information given to sponsors at the front end on how to approach the compliance process. Hopefully, by this week's end there will be some clarification. LCS' overall rating stemmed from a total score only 1 point below the number required for an "Effective" rating, Mr. Zeman explained.

During a recent phone conversation, the new Director of Community Schools acknowledged: 1. Communication going out to the sponsors was not well done and 2. Review of the improvement plan was very subjective and not consistent among sponsors. In addition, the majority of the improvement plans were returned to the sponsors and rated as "Insufficient" which points to a problem with the process. In this situation, it was felt that the Office of Community Schools did not provide enough guidance. The new Director of Office of Community Schools indicated their goal is to make "Sufficient" in all cases where the improvement plans were returned and to allocate necessary resources to work through each line item so that the overall plan can be implemented. It is anticipated that the Office of School Choice contact person will get in touch this week.

The rating is disappointing since so much time and effort was put in without the needed guidance and not a lot of documentation the second time the information was submitted. This is the reason why the new Director was sought out. It seems that he is willing to give districts the necessary resources.

Mr. Drops asked whether anything is really changing because the Report Card looked as though the 3<sup>rd</sup> item was unattainable. Mr. Zeman said that the new Director, RaShawn Holliman, who is the former CEO and Chair of the Ohio Alliance for Public Charter Schools. He started in December and in conversation with him he acknowledged there are problems with that office and that the communication process needs to be increased. So in the three parts of the overall sponsor rating in the area of Compliance with All Laws and Rules an "Effective" rating was achieved. That will be the same going forward. In the Academic area, it is believed that due to an error from ODE last year, some things were not initially done. That will be overcome. In the Quality area, a lot of feedback has been given and this Improvement Plan will address those areas that will allow Quality to get a passing score as well.

#### Overall Sponsor Rating (2015-16 School Year)

Ms. Bornino-Elwell asked for clarification regarding the Report Card ratings for LCA. Ms. Ramsey-Caserio explained there are two parts and where LCA as a whole met the standards for Academic Achievement, in Progress Value Added was Not Met. This is due to ODE not informing LCS that the MAP Test needed to be administered at two intervals during the school year thereby tracking a student's progress. As a result of this oversight, LCA was held accountable which is why that area on academics was not rated with a higher mark. The individual LCA Report Card was rated as having Met Standards.

#### Staff Spotlight

Ms. Ramsey-Caserio explained the new staff recognition program where staff members nominate other staff members who are then recognized at a Board Meeting. The very first staff member to be nominated is LCA Staff Member, Tom Joseph, who is the computer technician. Ms. Bornino-Elwell stated that Tom Joseph has been with LCA since the start of LCA, does an exceptional job with the students in the TRECA online program. He performs all of the orientations, checks with students every day on their work and progress, he also checks with the State, and works with the LCA staff to make sure their computers are all running. He plays a significant role at LCA, is a great asset and is much loved by everyone.

#13/17

**LAKWOOD CITY ACADEMY FINANCIAL REPORT**

Mr. Drops moved and Mr. O'Bryan  
seconded the motion that the following resolution be adopted:

THEREFORE, BE IT RESOLVED that the Board of Directors of the Lakewood City Academy approve the following financial report.

Yeas: Mr. Calaway, Mr. Drops, Ms. George, Mr. O'Bryan

Nays: None

The motion passed.

#13/17 Yeas: Mr. Calaway  
Mr. Drops  
Ms. George  
Mr. O'Bryan

Nays: None

The motion passed.

**AKEWOOD CITY ACADEMY COMPARISON OF ACTUAL REVENUES AND EXPENDITURES  
TO BUDGETED AMOUNTS BASED UPON FIVE-YEAR FORECAST - FY2017**

	<b>FORECAST ESTIMATE</b>	<b>FYTD ACTUAL</b>	<b>FYTD %</b>	<b>JULY ACTUAL</b>	<b>AUGUST ACTUAL</b>	<b>SEPTEMBER ACTUAL</b>
<b>OPERATING RECEIPTS</b>						
State Foundation Payments (3110, 3211)	\$ 939,130	\$ 454,867	48.43%	\$ 81,142	\$ 81,160	\$ 85,425
Facilities/Casino Revenue (3190)	\$ 25,000	\$ 16,085	64.34%	\$ 2,352	\$ 5,848	\$ 2,352
Fees (1600, 1700)	\$ 250	\$ -	0.00%			
Other (1830, 1840, 1850, 1860, 1870, 1890)	\$ 2,000	\$ 524	26.22%		\$ 45	\$ 186
<b>TOTAL OPERATING RECEIPTS</b>	<b>\$ 966,380</b>	<b>\$ 471,476</b>	<b>48.79%</b>	<b>\$ 83,494</b>	<b>\$ 87,053</b>	<b>\$ 87,963</b>
<b>OPERATING DISBURSEMENTS</b>						
400 Purchased Services	\$ 1,087,835	\$ 475,537	43.71%		\$ 85	\$ 39,746
500 Supplies and Materials	\$ 34,561	\$ 27,324	79.06%		\$ 9,825	\$ 10,110
600 Capital Outlay-New	\$ 10,000	\$ 3,445	34.45%			
700 Capital Outlay-Replacement	\$ -	\$ -				
800 Other	\$ 8,973	\$ 5,476	61.03%		\$ 4,161	\$ 115
<b>TOTAL OPERATING DISBURSEMENTS</b>	<b>\$ 1,141,369</b>	<b>\$ 511,782</b>	<b>44.84%</b>	<b>\$ -</b>	<b>\$ 14,072</b>	<b>\$ 49,971</b>
<b>EXCESS OF OPERATING RECEIPTS OVER (UNDER) OPERATING DISBURSEMENTS</b>	<b>\$ (174,989)</b>	<b>\$ (40,306)</b>	<b>23.03%</b>	<b>\$ 83,494</b>	<b>\$ 72,981</b>	<b>\$ 37,992</b>
<b>NONOPERATING RECEIPTS/(DISBURSEMENTS)</b>						
Federal Grants (all 4000 except fund 532)	\$ 101,835	\$ -	0.00%			
Ed Jobs	\$ -	\$ -				
State Grants (3200, except 3211)	\$ 1,800	\$ -	0.00%			
Donations (1820)	\$ -	\$ -	0.00%			
Interest Income (1400)	\$ 50	\$ -	0.00%			
Transfers-In	\$ -	\$ -				
Transfers-Out	\$ -	\$ -				
<b>TOTAL NONOPERATING RECEIPTS/DISBURSEMENTS</b>	<b>\$ 103,685</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXCESS OF OPERATING AND NONOPERATING RECEIPTS OVER/(UNDER) OPERATING AND NONOPERATING DISBURSEMENTS</b>	<b>\$ (71,304)</b>	<b>\$ (40,306)</b>	<b>56.53%</b>	<b>\$ 83,494</b>	<b>\$ 72,981</b>	<b>\$ 37,992</b>
<b>ENDING CASH BALANCE BEGINNING OF PERIOD</b>	<b>\$ 555,790</b>	<b>\$ 555,790</b>	<b>100.00%</b>	<b>\$ 555,790</b>	<b>\$ 639,284</b>	<b>\$ 712,265</b>
<b>ENDING CASH BALANCE END OF PERIOD</b>	<b>\$ 484,486</b>	<b>\$ 515,484</b>	<b>106.40%</b>	<b>\$ 639,284</b>	<b>\$ 712,265</b>	<b>\$ 750,257</b>
<b>OUTSTANDING ENCUMBRANCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>			
<b>UNENCUMBERED BALANCE</b>	<b>\$ 484,486</b>	<b>\$ 515,484</b>	<b>106.40%</b>	<b>\$ 639,284</b>	<b>\$ 712,265</b>	<b>\$ 750,257</b>
<b>Enrollment (Ave. Daily Membership) -</b>	<b>165.00</b>			<b>141.11</b>	<b>141.11</b>	<b>141.11</b>
<b>Bank Reconciliation (see attached)</b>						
<b>Other Fiscal Concerns:</b>						
<b>List by vendor all obligations that are more than 60 days past due.</b>					None	
<b>CCIP applications that have not been approved, with status and date, and any outstanding issues.</b>					None	
<b>Most recent audit findings or material weaknesses along with the required followup action.</b>					None	
<b>Fatal errors by type: district challenge, concurrent enrollment, unapproved grade levels, special education, etc.</b>						None
<b>Factors affecting the financial condition of the school:</b>	Potential state funding reductions, enrollment losses due to mid-year graduation, increasing staff costs due to longer tenured staff.					
<b>Highlights from Board minutes:</b>						

**KEWOOD CITY ACADEMY COMPARISON OF ACTUAL REVENUES AND EXPENDITURES  
 BUDGETED AMOUNTS BASED UPON FIVE-YEAR FORECAST - FY2017**

<u>OCTOBER</u> <u>ACTUAL</u>	<u>NOVEMBER</u> <u>ACTUAL</u>	<u>DECEMBER</u> <u>ACTUAL</u>	<u>JANUARY</u> <u>ACTUAL</u>	<u>FEBRUARY</u> <u>ACTUAL</u>	<u>MARCH</u> <u>ACTUAL</u>	<u>APRIL</u> <u>ACTUAL</u>	<u>MAY</u> <u>ACTUAL</u>	<u>JUNE</u> <u>ACTUAL</u>
66,460	\$ 76,244	\$ 64,435						
1,893	\$ 1,862	\$ 1,779						
122	\$ 98	\$ 73						
68,476	\$ 78,204	\$ 66,287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
551	\$ 434,481	\$ 675						
2,549	\$ 534	\$ 4,305						
3,445								
	\$ 1,200							
6,544	\$ 436,215	\$ 4,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61,932	\$ (358,011)	\$ 61,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61,932	\$ (358,011)	\$ 61,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
750,257	\$ 812,188	\$ 454,177	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484
812,188	\$ 454,177	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484
812,188	\$ 454,177	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484	\$ 515,484
120.48	119.22	116.31						

Lakewood City Academy  
Bank Reconciliation  
12/31/2016

Account # 0513028068

		12/1/2016 Beginning Balance	Deposits	Withdrawals	12/31/2016 Ending Balance
Per Bank	FFLkwd	454,379.99	66,351.77	5,024.44	515,707.32

Outstanding Checks (223.70)

Per Books		454,379.99	66,351.77	5,024.44	515,483.62
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		Per Lakewood FINANC:	
Per bank reconciliations:			
Gross per bank statement	515,707.32	Total Cash Available Per Books	515,483.62
Less repo	(515,707.32)		
Financial Account net deposits	0.00		
Financial Account o/s checks	(223.70)		
Bank chg to be reversed	-		
Bank clearing error	-		

Investments	0.00
Add repo	515,707.32
Total Investments	515,707.32
Total Cash Balances	515,483.62

		Total Current adjustments	0.00
Reconciled Bank Balance	515,483.62	Total book	515,483.62
		Total bank	515,483.62
			- <i>Difference</i>

1/3/2016  
crl



**COMMUNICATIONS – WRITTEN AND ORAL**

Mr. Zeman said that, as everyone is aware, this is the last year of the annual budget and the Governor will be introducing a new budget for the next 2 fiscal years that start July 1. What the Governor initially puts out, isn't necessarily what is adopted. There will be a lot of changes and differences between the Governor's office, the House and the Senate. The State revenues have flattened out and the upcoming budget will be tight. While we do not anticipate any significant increases to the student foundation program, we will want to keep an eye on it to see there is no reduction. The good news for LCA is if some reduction is done, it probably won't be to the charter school funding mechanism. LCA is on a per pupil basis, whereas LCS is a guaranteed school district and so if the guarantee is reduced there could be a loss of money.

**OTHER BOARD BUSINESS**

Chairperson Calaway asked if there was any Other Board Business. There was none.



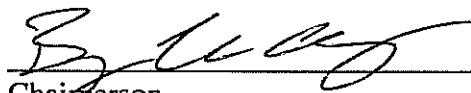
#14/17

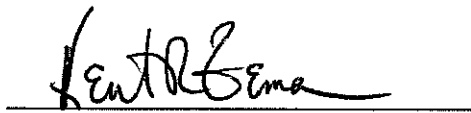
ADJOURNMENT

Ms. George moved and Mr. Drops

seconded the motion that the January 10, 2017, Regular Meeting of the Board of Directors of the Lakewood City Academy be adjourned.

The meeting was adjourned at 4:30 p.m.

  
Chairperson

  
Treasurer

Upon Roll Call on the motion the vote was as follows:

#14/17 Yeas: Mr. Calaway  
Mr. Drops  
Ms. George  
Mr. O'Bryan

Nays: None

The motion passed.

