

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, March 7, 2017, at 4:10 p.m.

ROLL CALL

Members present: Mr. Calaway, Mr. Drops, Mr. O'Bryan

Members Absent: Ms. Cabell, Ms. George

#15/17

ADOPTION OF AGENDA

Mr. Drops moved and Mr. O'Bryan
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 March 7, 2017, Regular Meeting be adopted as printed.

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

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

Nays: None

The motion passed.

APPROVAL OF MINUTES

Mr. O'Bryan moved and Mr. Drops
seconded the motion that the minutes of the January 10, 2017 Organizational Meeting and the minutes of the January 10, 2017 Regular Meeting of the Board of Directors of the Lakewood City Academy be approved.

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

Nays: None

The motion passed.

COORDINATOR REPORT / SPONSOR REPORT

Online Vendor Change

Ms. Bornino-Elwell reports she is exploring whether Plato Edmentum Academy might be a better online option than the TRECA Digital Academy currently in use. Plato's pricing is higher, and she is working with them to see if they can bring their pricing down. If Plato cannot, then LCA'S plans are to continue with TRECA.

Potential Graduation List

Ms. Bornino-Elwell said the potential graduation list is right around 22 students right now, but that number will change. She reported that the Ohio Graduation Test point system would be implemented soon. This may encourage some students who are on the bubble to complete their requirements and graduate. Graduation will be held on Monday, June 5 at Grant Elementary at a joint meeting of the LCS Board of Education.

Sponsor Improvement Plan Update

Ms. Ramsey-Caserio reported that the Ohio Department of Education has termed the Sponsor Improvement Plan as 'Sufficient'. A February progress report was submitted to ODE last week outlining each of the items earmarked for improvement, what steps were taken, who was involved and when it would be completed.

Mr. Zeman said, in addition, the LCS Board of Education will first need to approve the amendments to the Sponsorship Agreement and then the LCA Board of Directors will need to approve them. Many relate to items that are already in the Sponsorship Agreement but were found not detailed enough. Attorney Susan Keating Anderson, Walter Haverfield, is fine-tuning it with hopes it will be completed in time for the April 3rd LCS Board of Education meeting. Since there is only one LCS Board meeting in April, the procedure is to have items presented for a 1st and 2nd reading; approving the items upon the 2nd reading all at the same meeting. It is hoped that the LCA Board of Directors can hold a Special Meeting on Tuesday, April 11th at 4:00 p.m. to approve the Amended Sponsorship Agreement. The Quality Review process needs to be done by April 30. If the LCA Board does not approve it at the Special Meeting during the first part of April, there will not be sufficient time to have the Amended Sponsorship Agreement in place in time for the Quality Review.

Ms. Bornino-Elwell asked when a draft of the Amended Sponsorship Agreement will be available for review. Mr. Zeman responded that a draft copy will be sent out for review by March 13th. He asks for any comments/suggestions to be submitted as soon as possible. The goal is to have it done by March 20th and to be on the agenda in time for the April 3rd Board of Education meeting.

There will also be some policies that the Sponsor will need to approve. On the Quality Review there won't be any resolutions for the Board of Directors to approve. Mr. Zeman recapped by saying there are 3 parts: Report Card, Quality Review, and Adherence to All Laws and Regulations, which incorporates both the Sponsor and the Community School. The Laws and Regulations have not changed since the last review when 315 items were submitted and only 6 items were deemed 'Insufficient' and so as a result an 'Exemplary' status was earned in this area. The hope is with the Sponsorship Amendments and with the Report Card being done at the appropriate time - there was an error last year with the late testing and for which LCA was not at fault - LCA should be able to achieve a better rating the following year.

Special Meeting in April

Ms. Ramsey-Caserio asked whether the date and time of 4:00 p.m. April 11th would be a workable date for a Special Board Meeting. Mr. Calaway, Mr. Drops and Mr. O'Bryan all indicated yes this is a good date as did Ms. Bornino-Elwell and Mr. Zeman.

#16/17 **AMENDED SCHOOL CALENDAR FOR SCHOOL YEAR 2017-18**

Mr. O'Bryan moved and Mr. Drops
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 Amended School Calendar for the 2017-18 school year.

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

Nays: None

The motion passed.

#16/17 Yeas: Mr. Calaway
Mr. Drops
Mr. O'Bryan

Nays: None

The motion passed.



**LAKWOOD CITY ACADEMY
AMENDED CALENDAR FOR 2017-18**

2017

Monday, August 7, 2017	All School Offices open
Thursday, August 17, 2017	Professional Day for staff
Friday, August 18, 2017	Professional Day for staff
Monday, August 21, 2017	First Day of Instruction – all schools
Monday, September 4, 2017	Labor Day – no school for all students – offices closed
Friday, October 13, 2017	NEOE Day – no school for all students
Tuesday, November 7, 2017	Professional Day for staff – no school for all students
Thursday, November 16, 2017	LCA Evening Parent Conferences– school in session for K-12 students
Monday, November 20, 2017	LCA Evening Parent Conferences– school in session for K-12 students
Wednesday, November 22, 2017	Non-instructional Day – no school for all students
Thursday, November 23, 2017	Thanksgiving Vacation – no school for all students – holiday for all employees
Friday, November 24, 2017	Thanksgiving Vacation – no school for all students – holiday for all employees
Monday, November 27, 2017	School Reopens
Friday, December 22, 2017	Professional Day for staff – no school for all students
Monday, December 25, 2017	Winter Break Begins – no school for all students
Monday, December 25, 2017	Holiday for all employees
Tuesday, December 26, 2017	Holiday for all employees

2018

Monday, January 1, 2018	New Year’s Day Observed – holiday for all employees
Monday, January 8, 2018	School Reopens
Monday, January 15, 2018	Martin Luther King Day – no school for all students – holiday for all employees
Friday, February 16, 2018	Professional Day for Staff – no school for all students
Monday, February 19, 2018	Presidents’ Day – no school for all students – holiday for all employees
Friday, March 30, 2018	Holiday for All Employees - no school for all students
Monday, April 2, 2018	Spring Break Begins – no school for all students
Monday, April 9, 2018	School Reopens
Monday, May 28, 2018	Memorial Day– holiday for all employees
Thursday, May 31, 2018	Last Day of School for all students
Friday, June 1, 2018	Professional Day for staff
Monday, June 4, 2018	Lakewood City Academy Graduation
Wednesday, July 4, 2018	Independence Day – holiday for all employees

Note: In case of excessive emergency closings of school, the make-up days will be on January 15 (Martin Luther King Day), February 19 (President’s Day) and at the end of school year if necessary. The calendar is subject to change.

Approved: March 7, 2017

#17/17 **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, Mr. O'Bryan

Nays: None

The motion passed.

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

Nays: None

The motion passed.

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

	<u>FORECAST ESTIMATE</u>	<u>FYTD ACTUAL</u>	<u>FYTD %</u>	<u>JULY ACTUAL</u>	<u>AUGUST ACTUAL</u>	<u>SEPTEMBER ACTUAL</u>
OPERATING RECEIPTS						
State Foundation Payments (3110, 3211)	\$ 939,130	\$ 577,130	61.45%	\$ 81,142	\$ 81,160	\$ 85,425
Facilities/Casino Revenue (3190)	\$ 25,000	\$ 22,466	89.87%	\$ 2,352	\$ 5,848	\$ 2,352
Fees (1600, 1700)	\$ 250	\$ 104	41.60%			
Other (1830, 1840, 1850, 1860, 1870, 1890)	\$ 2,000	\$ 832	41.62%		\$ 45	\$ 186
TOTAL OPERATING RECEIPTS	\$ 966,380	\$ 600,533	62.14%	\$ 83,494	\$ 87,053	\$ 87,963
OPERATING DISBURSEMENTS						
400 Purchased Services	\$ 1,087,835	\$ 778,366	71.55%		\$ 85	\$ 39,746
500 Supplies and Materials	\$ 34,561	\$ 29,426	85.14%		\$ 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
TOTAL OPERATING DISBURSEMENTS	\$ 1,141,369	\$ 816,712	71.56%	\$ -	\$ 14,072	\$ 49,971
EXCESS OF OPERATING RECEIPTS OVER (UNDER) OPERATING DISBURSEMENTS	\$ (174,989)	\$ (216,180)	123.54%	\$ 83,494	\$ 72,981	\$ 37,992
NONOPERATING RECEIPTS/(DISBURSEMENTS)						
Federal Grants (all 4000 except fund 532)	\$ 101,835	\$ 58,055	57.01%			
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	\$ -	\$ -				
TOTAL NONOPERATING RECEIPTS/DISBURSEMENTS	\$ 103,685	\$ 58,055	55.99%	\$ -	\$ -	\$ -
EXCESS OF OPERATING AND NONOPERATING RECEIPTS OVER/(UNDER) OPERATING AND NONOPERATING DISBURSEMENTS	\$ (71,304)	\$ (158,124)	221.76%	\$ 83,494	\$ 72,981	\$ 37,992
FUND CASH BALANCE BEGINNING OF PERIOD	\$ 555,790	\$ 555,790	100.00%	\$ 555,790	\$ 639,284	\$ 712,265
FUND CASH BALANCE END OF PERIOD	\$ 484,486	\$ 397,666	82.08%	\$ 639,284	\$ 712,265	\$ 750,257
OUTSTANDING ENCUMBRANCES	\$ -	\$ -	0.00%			
UNENCUMBERED BALANCE	\$ 484,486	\$ 397,666	82.08%	\$ 639,284	\$ 712,265	\$ 750,257
Enrollment (Ave. Daily Membership) -	165.00			141.11	141.11	141.11
Bank Reconciliation (see attached)						
Other Fiscal Concerns:						
- List by vendor all obligations that are more than 60 days past due.				None		
- CCIP applications that have not been approved, with status and date, and any outstanding issues.				None		
- Most recent audit findings or material weaknesses along with the required followup action.				None		
- Material errors by type: district challenge, concurrent enrollment, unapproved grade levels, special education, etc.						None
- Factors affecting the financial condition of the school:	Potential state funding reductions, enrollment losses due to mid-year graduation, increasing staff costs due to longer tenured staff.					
- Highlights from Board minutes:						

LAKWOOD CITY ACADEMY COMPARISON OF ACTUAL REVENUES AND EXPENDITURES TO 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	\$ 61,160	\$ 61,103				
\$ 1,893	\$ 1,862	\$ 1,779	\$ 4,610	\$ 1,771				
				\$ 104				
\$ 122	\$ 98	\$ 73	\$ 140	\$ 168				
\$ 68,476	\$ 78,204	\$ 66,287	\$ 65,910	\$ 63,146	\$ -	\$ -	\$ -	\$ -
\$ 551	\$ 434,481	\$ 675	\$ 215,134	\$ 87,694				
\$ 2,549	\$ 534	\$ 4,305	\$ 1,559	\$ 543				
\$ 3,445								
	\$ 1,200							
\$ 6,544	\$ 436,215	\$ 4,980	\$ 216,693	\$ 88,237	\$ -	\$ -	\$ -	\$ -
\$ 61,932	\$ (358,011)	\$ 61,307	\$ (150,783)	\$ (25,091)	\$ -	\$ -	\$ -	\$ -
			\$ 58,055					
\$ -	\$ -	\$ -	\$ 58,055	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 61,932	\$ (358,011)	\$ 61,307	\$ (92,728)	\$ (25,091)	\$ -	\$ -	\$ -	\$ -
\$ 750,257	\$ 812,188	\$ 454,177	\$ 515,484	\$ 422,756	\$ 397,666	\$ 397,666	\$ 397,666	\$ 397,666
\$ 812,188	\$ 454,177	\$ 515,484	\$ 422,756	\$ 397,666	\$ 397,666	\$ 397,666	\$ 397,666	\$ 397,666
\$ 812,188	\$ 454,177	\$ 515,484	\$ 422,756	\$ 397,666	\$ 397,666	\$ 397,666	\$ 397,666	\$ 397,666
120.48	119.22	116.31	115.75					

Lakewood City Academy
Bank Reconciliation
1/31/2017

Account # 0513028068

		1/1/2017 Beginning Balance	Deposits	Withdrawals	1/31/2017 Ending Balance
Per Bank	FFLkwd	515,707.32	123,965.20	190,626.06	449,046.46
Outstanding Checks					(26,290.70)
Per Books		515,707.32	123,965.20	190,626.06	422,755.76

Per bank reconciliations:		Per Lakewood FINANC:	
Gross per bank statement	449,046.46	Total Cash Available Per Books	422,755.76
Less repo	(449,046.46)		
Financial Account net deposits	0.00		
Financial Account o/s checks	(26,290.70)		
Bank chg to be reversed	-		
Bank clearing error	-		

Investments	0.00
Add repo	449,046.46
Total Investments	449,046.46
Total Cash Balances	422,755.76

		Total Current adjustments	0.00	
Reconciled Bank Balance	422,755.76	Total book	422,755.76	
		Total bank	422,755.76	- Difference

2/1/2017
crl

COMMUNICATIONS – WRITTEN AND ORAL

Chairperson Calaway asked if there were any Communications. Mr. Zeman said the February Progress Update of the Sponsorship Improvement Plan was submitted but there has been no word as to whether it is deemed ‘Sufficient’. To make everyone aware of the timeframe, the Quality Review is due by April 30 and the Laws and Regulations is due by May 31st. Much work will be done between now and those two dates to make sure that everything is submitted.

Mr. Drops asked whether there are any changes with the E.S.S.A. federal funding. Ms. Ramsey-Caserio responded everything is status quo. There has not been any reduction in either the number of tests but also not with the time associated with testing. In addition, there are changes to subgroup sizes which will affect our individual buildings, ODE plans to add an additional, non-educational Report Card component which will measure student engagement by looking at chronic absenteeism. The Highly Qualified Teacher status will no longer be called HQT and instead will speak to the equality and equity of all students having access to excellent teachers. How that will be measured is not yet clear.

OTHER BOARD BUSINESS

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

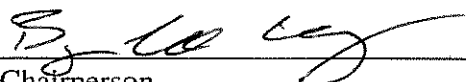
#18/17

ADJOURNMENT


_____ Mr. Drops _____ moved and _____ Mr. O'Bryan _____

seconded the motion that the March 7, 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:

#18/17 Yeas: Mr. Calaway
Mr. Drops
Mr. O'Bryan

Nays: None

The motion passed.

