

WEST PREPARATORY ACADEMY

Minutes of the Board of Directors
March 17, 2014

Board Members in Attendance:

Terry L. Walker
Lillie Blair
Brenda Watkins
Brenda Watkins
Marcia Bennett
Arnell Hurt

Guests in Attendance

Prince Meredith
Susan Scarponi-Sponsor Rep: Charter School Specialist
John Stack- Management Rep: Cambridge Education Group
Larry Burt – Lake Erie School Administrator
Kristen Clothworthy – West Prep School Improvement Coach

Meeting was called to order at 5:42 pm.

Public Comment: No members of public present.

Agenda:

The Board Reserved the Right to amend the agenda as needed.

Motion to Approve Agenda by: Terry Walker. Second: Brenda Watkins
In Favor. ALL; Motion carried.

14-10 RESOLVED: The Board of Directors adopts and approves the meeting agenda of February 10, 2014.

Minutes:

Motion to accept and approve the February 10, 2014 minutes by: Brenda Watkins. Second: Terry Walker

14-11 RESOLVED: that the Board of Directors' accept and approve the minutes of the February 10, 2014 meeting.

State of the School Report: Kristen Clothworthy, West Preparatory Academy - Improvement Coach
Mrs. Clothworthy discussed staff levels; enrollment was reported at 220 students; attends is down due to inclement weather; attendance rate – 94.4%; re-enrollment is progressing with 183 re-enrolled; recruitment is being accomplished by: direct mailing; open house and visiting local pre-schools; students are preparing for Spring OAA during after school tutoring. Team Leaders are looking at 3rd grade goals. Facility repairs will be made to specific floor areas and floors will be stripped and waxed; doors to gym locks will be repaired. New part-time custodian hired. Director is still trying to resolve entrance door lock malfunctions. Upcoming events are; family reading night March 20th; Kowalski meeting with staff to present 90 second commercials March 26th; EMG technical assessment of West Prep's readiness for the next generation of assessments is being conducted.

Board Discussion

There was a lengthy discussion on the importance of training and readiness of students along with staff for new assessments for next generation. The Board stressed the importance of follow-up on EMG's progress and preparedness for 2014/2015.

Sponsor Report: Susan Scarponi - Charter School Specialist.

Ms. Scarponi discussed Eight Schools recognized for special effort in academic mission; spring training from the State's new Kindergarten Readiness Assessment to Federal Programs Training; Professional Development archived link services; School security; ALICE; spring education symposium and PARCC assessments.

Management Report: John Stack - Cambridge Education Group Mr. Stack discussed the marketing plan for West Preparatory Academy (WPA); school re-enrollment and enrollment goals. Mr. Stack and the Board of Directors had a long discussion on the CTE-26 applications and appeal related to the Career Tech program funds. This year the State changed the CTE-26 applications submission process for the beginning of 2014/2015 school year from June 1st to March 1st. Mr. Stack states that the State met directly with the Sponsors, however, WPA Sponsor did not meet with and/or contacted Cambridge or anyone in the school regarding the new process. Cambridge received an email reminder March 6th about the March 15th appeal deadline. Upon receipt of that email, Cambridge immediately submitted the CTE-26 applications March 7th and then filed an appeal March 11th. Lillie Blair questioned Mr. Stack on the amount of funds involved for WPA. Cambridge will remain in contact with ODE regarding the CTE-26 applications until the situation is resolved.

Legal Update: April Hart- April N. Hart Co., L.P.A.
No legal update.

Financial Report: Lillie Blair, Financial Chairperson
Lillie Blair reported the written financial report of Mr. Adams: Mrs. Blair reported the cash balance to be \$641,879.47 and the unencumbered balance of \$364,816.93. The school was paid on student enrollment of 216.01; 990 tax return completed; FY 15 spending plan and five year forecast are in progress, they are due May 31, 2014.

Marcia Bennett made a motion to accept the written financial report. Second by: Arnell Hurt.

All in Favor. Motion carried.

14-12 RESOLVED: That the Board of Directors accepts and approves the written financial report as on file and subject to audit.

Board Policies:

Motion to approve the Racial and Ethnic Balance Reports by Hurt; second: Marcia Bennett.

14-13 RESOLVED: The Board of Directors approves the Racial and Ethnic Balance Reports.

In Favor: All. Motion carried.

Motion to accept and approve the Missing Children Policy by: Marcia Bennett. Second: Arnell Hurt.

14-13 RESOLVED: The Board of Directors approves Missing Children Policy

In Favor: All. Motion Carried:

Executive Session:

None

Reminder of next meeting date:

Next Tentative Meeting Date is April 21, 2014 at 5:30 p.m. - Lake Erie International High School, 11650 Detroit Avenue, Cleveland OH 44102.

Adjourn: Motion to adjourn by Prince Meredith; Second by: Lillie Blair.

The meeting adjourned at 7:23 pm

Board Secretary