MASON RUN HIGH SCHOOL
SCHOOL BOARD MEETING
<u>MINUTES</u>

East Columbus Drop Back In, (an Ohio Not for Profit Corporation), Trade Name: Mason Run High School (the "School"), held a Board Meeting on August 27, 2015 (the "meeting").

<u>Board Members in Attendance:</u>
Anthony Forte, Chairman
Kimberly Gibson, Vice Chairwoman
Desmond Bryant
Cynthia Rees
Stefan T. E. Thomas

<u>Guests in Attendance:</u>
Joe Palmer, Vice President of Development, Cambridge Education
John Risner, Regional Director of Operations, Cambridge Education
Thomas Rogan, Program Director, Central High School
Jason Knight, Program Director, Mason Run High School
Jason McMillin, Fiscal Officer, Massa Financial Solutions
Christopher Burch, Legal Counsel, Callender Law Group
Anne Trakas, School Board Liaison, The Callender Group

1. **Call to order**
   The meeting was called to order at 7:17 p.m. by Chairman Forte. The Chairman noted a quorum was present.

2. **Approval/Adoption of minutes from the July 30, 2015 Board meeting**
   The minutes from the July 30, 2015 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Gibson to adopt the minutes from the July 30, 2015 Board meeting without amendment, seconded by Ms. Rees, the Motion passed by unanimous affirmative vote.

Roll Call: Board Member	**AYE**	**NAY**	**OTHER** *(abstain, absent, etc.)*
Anthony Forte Chairman	✓		
Desmond Bryant	✓		
Kimberly Gibson	✓		
Cynthia Rees	✓		
Stefan T.E. Thomas	✓		

3. **Reports and Updates**

a. **Operator Report (EdisonLearning)**

Mr. Knight gave the Operator Report. There was discussion regarding student recruitment and enrollment, including the software tracking tool used to note where students heard about the School (radio, mail, word-of-mouth, etc.). There are currently approximately 90 potential leads for the School, with approximately 33 students enrolled. A trailer is expected to be delivered on the James Road site on the upcoming Monday to facilitate enrollment.

Discussion continued regarding various events attended to build relationships with area community agencies, and the Whitehall library and area community center. Mr. Risner discussed the calendar of events, and will send the updated version to the Board for consideration. Food service was discussed; breakfast and lunch service appear to be positive items for the students at the School. There was discussion regarding students and preferred session attendance (morning or afternoon) for older students; younger students would attend a full day.

Discussion continued regarding student schedules, student assessments, credits, and staffing for the School. A Family Advocate/Vocational Specialist may be added when the enrollment levels warrant the addition of staff. Discussion continued regarding School security services. Monthly updates with demographic data by grade is anticipated for Board consideration beginning in October.

b. **Sponsor Report (ERCO)**

No representative present for the meeting.

c. **Treasurer Report (Massa Financial)**

Mr. McMillin gave the Treasurer Report. July statements were included in the meeting materials for Board consideration. The School received funding according to the prior year's FTE, at approximately 37 FTEs. Adjustments may need to be made after all obligations from the previous year are received and addressed. The School's previous management company, EdisonLearning, will be paid a management fee, if applicable, when obligations from the previous school year are satisfied.

The expenses of the School at the new location were discussed. Expenses exceed revenues at this time; as enrollment increases, changes in expenses vs. revenues are anticipated. The look of future monthly reports were discussed; a dashboard summarizing information for the Board is anticipated for future meetings.

d. Legal Update (Callender Law Group)

Mr. Burch gave the Legal Update. There was discussion regarding the documents included with the meeting materials.

4. New Business

A discussion took place regarding the legal services contract for the School. The *ad hoc* Legal Review Committee was formed to review the legal services contract, with Mr. Thomas and Ms. Rees serving on the committee. There was discussion regarding allocation; it is anticipated that an update will be available for Board consideration at the September meeting.

Discussion commenced regarding the facility lease early termination of the Hilton Corporate Drive location. Rent will be paid by the management company until the lease is up in October. Construction is on track at the new James Road location, and students will transfer to the new location when it is ready for occupancy. It is anticipated that construction would be complete around October 1, 2015.

There was discussion regarding Board compensation. A resolution regarding Board compensation will appear under 'New Business' on the September meeting agenda.

Discussion, Election of Officers

The Election of Officers for the Board was brought forward for consideration by the Board. A discussion was had regarding leadership roles of the members, stipend allocation, and possible change in Board leadership. The topic 'Discussion, Election of Officers' will appear under 'Old Business' on the September meeting agenda.

5. Old Business

Board Meeting Schedule for the 2015/2016 Academic Year

The Board Meeting Schedule for the 2015/2016 Academic Year was brought forward for consideration by the Board. A discussion was had. It was recommended to schedule the September meeting on September 17, 2015 at 6:30 p.m., at the 4707 Hilton Corporate Drive location. Upon Motion duly made by Mr. Thomas to hold the next regular meeting of the governing board of Mason Run High School on September 17, 2015 at 6:30 p.m. at 4707 Hilton Corporate Drive, seconded by Ms. Rees, the Motion passed by unanimous affirmative vote.

Roll Call: Board Member	**AYE**	**NAY**	**OTHER** *(abstain, absent, etc.)*
Anthony Forte Chairman	✓		
Desmond Bryant	✓		
Kimberly Gibson	✓		
Cynthia Rees	✓		
Stefan T.E. Thomas	✓		

Board Liaison Trakas was asked to send the meeting notice to interested parties, and a reminder for building access for the Board's earlier meeting.

The full Board Meeting Schedule for the 2015/2016 Academic Year will appear under 'Old Business' on the September 17, 2015 meeting agenda.

Discussion, Sports and Athletics Programs for Student Enrichment
This topic will appear under 'Old Business' on the September meeting agenda. The Board desires to improve the quality of the education experience and increase student retention by offering programs for student enrichment.

6. **Date/Time/Location of next Board meeting: September 17, 2015 @ 6:30 p.m. 4707 Hilton Corporate Drive, Columbus, OH 43232.**

7. **Adjournment**
There being no further business before the Board, upon Motion duly made by Mr. Thomas to adjourn the August 27, 2015 meeting of the governing board of Mason Run High School, seconded by Mr. Bryant, the Motion passed by unanimous affirmative vote. The meeting was adjourned at 8:26 p.m.

Roll Call: Board Member	**AYE**	**NAY**	**OTHER** *(abstain, absent, etc.)*
Anthony Forte Chairman	✓		
Desmond Bryant	✓		
Kimberly Gibson	✓		
Cynthia Rees	✓		
Stefan T.E. Thomas	✓		

APPROVAL AND ADOPTION OF MINUTES

The Motion to approve and adopt the Minutes from the August 27, 2015 Board meeting of Mason Run High School with / without amendments made by

__________________________, seconded by __________________________.

ROLL CALL:

Board Member	**AYE**	**NAY**	**OTHER** *(abstain, absent, etc.)*
Anthony Forte Chairman			
Desmond Bryant			
Kimberly Gibson			
Cynthia Rees			
Stefan T. E. Thomas			

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Anthony Forte, Chairman
Mason Run High School