**Lighthouse Community School specializes in highly individualized, flexible, and intensive strategies to meet the educational needs of youth in the child welfare system.  We take pride in employing unconditional positive approaches to foster a safe, stable community that develops effective social skills and enhances academic progress for students whose current or ongoing needs are best met in our small school.**

**Lighthouse Community School Board Meeting Minutes – October 23, 2017**

A board meeting of the Lighthouse Community School Board was called to order by David Greenfield, Board Chair, October 23, 2017 at 6:00pm at Lighthouse Youth & Family Services, 401 E. McMillan Street, Cincinnati Ohio 45206.

Board Members Present: David Greenfield, Fran Unger, Chris Harris, Kent Friel, Louise Gomer-Bangel, Nancy Shepardson, David Markstein, and Carolyn Campbell.

Staff: Nicki Hagler, Daniel Trujillo, Nathan Lynch, Judy Oakman and Paul Haffner

Board members and staff reviewed the minutes from June 16, 2017. Fran Unger moved and Louise Gomer-Bangel seconded a motion to approve the minutes. The motion passed unanimously. The Board noted the August meeting had been cancelled due to lack of a quorum.

David Markstein showed a video of the GE volunteers who built the Greenhouse. The Greenhouse will house an above ground aquaponics system.

Nicki Hagler presented the results for July through September. The report shows a variance deficit of $46,000 which is due to timing of revenues. Liquid assets in the bank are at approximately $200,000 with Total Assets at $600,000. The CCIP has been approved and LCS will begin to draw down those revenues beginning next month. Student enrollment is at 46 FTE. A total of 55 FTE was budgeted. The FTE’s (60) for July through September are based on the number of FTE’s at the end of SY 2017. These will be adjusted in October and the funding will also reflect the 46 FTEs. The FTE for Category 3 is at 24 and it is expected to increase to 33 by October 31st. The Board discussed various issues concerning the impact on financials by the reduction of support from CPS.

Nicki Hagler presented the annual budget that is based on a reduced number of FTE’s at 55. This conservative budget shows a $12,000 surplus. The board discussed the impact of the fluctuation of category 3 students and how that can impact the budget. The budget shows a projected $40,000 in interest income to offset the $30,000 decrease in support from CPS. It was pointed out that the $40,000 in interest income was possible, but unlikely to be consistently attainable, so the school should not rely on it and would need to look at cutting expenses or increasing student census as a way to offset the decrease in support from CPS.

Nicki Hagler also presented the 5 year forecast based on the past two years. The $30,000 decrease in funding, with the fluctuation of category 3 students makes the budget difficult to predict. Mr. Trujillo will work with his staff and Nicki to strategize how to maximize revenue and decrease expenses.

After further discussion, Mr. Friel moved and Mr. Markstein seconded a motion to approve the Financial Reports for July through September, the Annual Budget and the Five Year Forecast. The motion passed unanimously.

The Board next discussed the CPS sponsor rating update. Mr. Trujillo briefed the board on his testimony at the appeal hearing in Columbus. The attorneys for CPS presented to the hearing officer documents and evidence that was not included in the primary evaluation of CPS. The hearing officer did not allow the evidence supporting a higher rating to be entered or heard. Briefs are being prepared and presented to the hearing officer who will prepare a brief to the State Superintendent. The State Superintendent will make a determination that needs to be approved by the State Board of Education. This decision can come in November or December. According to Mr. Trujillo, at this time, it does not look like CPS will get a higher rating and therefore will lose their ability to sponsor LCS. If CPS loses their sponsorship authority, ODE would automatically assume sponsorship of LCS until LCS finds another sponsor. The board has instructed Mr. Trujillo to approach other Sponsoring organizations to explore their ability and willingness to sponsor LCS.

Mr. Trujillo presented to the board a new policy for Financial Reporting. LCS has been using GAAP. However, the GASB is more in line with ODE requirements. Ms. Harris motioned and Ms. Shepardson seconded a motion to approve the Financial Reporting policy.

Mr. Trujillo presented the new policy for “Paid Time Off” for full time employees that are not on contract. Time off has been accrued as vacation, sick and personal time. The new policy will not divide time off into vacation, sick and personal. It can be used however the employee chooses. The employee can accrue no more than 308 hours of PTO. See attached for time off policy. Ms. Campbell motioned and Mr. Friel seconded a motion to approve the Paid Time Off policy.

The Board next reviewed Mr. Trujillo's stoplight report. Mr. Trujillo explained the progress that was made and explained the reasons why some of the items had not been addressed at this time.

The Board reviewed the benefits to having board members of LCS also being on the LYS board. LYS is an affiliate of the school and the school receives a high level of administrative and financial support from LYS. The question of “conflict of interest” was posed and thoroughly discussed. Based on earlier information, the Code of Regulations had been amended to enhance separation and disclosure of overlapping service. After further study, staff now believe there should be further separation or more clear documentation of the nature and advantageous cost of LYS services to LCS. Mr. Haffner and Mr. Trujillo will investigate this further to determine if it would be possible for some members to be part of both boards. Board members serving both LCS and LYS were encouraged to consider resigning from one or the other board at least until the issue is further clarified.

Next Board meetings: December 18, 2017, February 19, 2018, April 16, 2018 (401 E. McMillan St)

June 18, 2018 (6100 Desmond Street)

With no further business, the meeting was adjourned.

Minutes respectfully submitted by, Nathan Lynch and Daniel Trujillo