

THE MARITIME ACADEMY OF TOLEDO
BOARD OF DIRECTORS
Board Meeting Minutes
Monday, September 14, 2015
Maritime Academy

A. Call to Order: Roll Call

| | |
|---------------|---------------|
| James Hartung | <u> X </u> |
| Jack Sculfort | <u> X </u> |
| Robert Lucas | <u> X </u> |
| Barb Pinter | <u> X </u> |
| Linda Stacy | <u> X </u> |
| William Davis | <u> </u> |
| Keith Jordan | <u> X </u> |

- B. Chairman's Remarks—*Chairman Hartung welcomed everyone to the Board meeting. He extended congrats to admin and marketing for the enrollment focus. We need to remind ourselves that we want to provide quality education and that the Board is 100% confident that we have a good team in place. Mr. Hartung reminded everyone of the 3 platforms: students (academics, character development, and leadership skills), fiscal responsibility, and best practices. We do something special here at the academy; we blend academics with leadership and character development. Chairman Hartung also expressed what the Board looks for in a good team: 1. Competence 2. Dependability 3. Loyalty. These 3 traits are what makes a good team.*
- C. Public—*Mr. Robert Stauffer, District Chief of Staff for Coast Guard Auxiliary presented the Board with a letter from Mark R Villeneuve, Commodore, Ninth Central Region of the United States Coast Guard Auxiliary. The letter was purposing a detachment up to and including the standing up of a new Flotilla based at the Academy. Auxiliary Division 16 would provide the administrative, training and logistical support that would be needed. membership is limited to candidates that are 17 years old and above and that the application Process that currently exists would have to be followed. Chairman Hartung reiterated the fact that membership is not exclusive to the academy but open to other area high schools. Mr. Stauffer stated that they would need a letter from the Board accepting this letter. Mr. Hartung recommended that we turn this over to Tom Shafer, Aaron Lusk and Rick Brown to do and to make sure the process is consistent with our point of view and that whatever we do here, we maintain quality and the best practice model. Mr. Stauffer stated we should have a representative at the division meeting on Thursday at Bass Pro Shop to see what it is all about. Mr. Hartung got a general consensus from the Board to have Mr. Shafer to take the lead on this and to see we are represented at this meeting.*
- D. Correspondence—*Mr. Lusk read a letter from a person that commended one of our Students for doing a good deed. She was attempting to take her trash can to her backyard and a car stopped and asked if he could help. He took her can to the back and even picked up trash by her curb. She was very impressed with this young man and wanted to let the school know.*
- E. Reports
Superintendent's Report—*Mr. Shafer stated that all the paperwork has been filed with the State of Ohio regarding the foundation. Now the foundation board has to hold*

a meeting to elect officers. Then they can file for a 501C3 with the IRS. Mr. Shafer met with Nina McClellan and representatives from the University of Toledo to discuss the Environmental Science program the academy would like to have. Everyone seemed positive on going forward with this.

Principal's Report—Mr. Lusk stated that at the last Board meeting we had 188 students enrolled and now we have 264. Mr. Lusk stated he sees more positive coming out this year. 95% of the students are taking responsibility for their actions. Mr. Keith Jordan inquired as to what some of the reasons were for suspensions. Mr. Lusk told him, profanity, fighting and marijuana. Mr. Lusk stated he tracks discipline and that disciplines will be consistent.

CTE Report—Mr. Brown stated he has Thank You letters from the cadets who were aboard the Niagara. He would like to make a small booklet to send to the people who donated money. Mr. Brown will work on this. He also stated we have one student who is interested in going to the Great Lakes Maritime Academy in Traverse City. Mr. Brown also wanted to thank all the volunteers who helped make the Classic Boat show a success. We had a booth there and handed out brochures.

IT Report—Mr. Bauman stated his report was pretty simple this month. The alarms on the doors have been installed and that the tornado siren for the school will be up and running soon.

Marketing Report—Matt informed the Board that the number 1 reason for students enrolling at the academy was referrals.

- F. Sponsor's Update—*Sophie told the Board that they need to approve a policy on Career Advising. This is mandated by ODE and is due to ODE by November 30th. She Also reminded the Board about the contract renewal process. The application must be completed via the Epicenter. The due date is October 30th. Director Jack Sculfort would like to see 2 Board members help with the renewal process. Directors Linda Stacy, Jack Sculfort and William Davis will help with this. Site visit will be Monday, October 12th. November 4th is the Board training at the ESC from 10:00 to 2:00 pm. They want at least 2 Board members to attend and it is open to administration as well.*

G. Approval of Minutes

Motion to approve Minutes made by

| | |
|---------------|----------------------|
| James Hartung | _____ |
| Jack Sculfort | _____ |
| Robert Lucas | _____ 1 _____ |
| Barb Pinter | _____ |
| Linda Stacy | _____ 2 _____ |
| William Davis | _____ |
| Keith Jordan | _____ |

Motion Passed

- H. Finance Committee—*Director Sculfort stated the Finance Committee met and that we were working on a new budget reporting adding to the reporting package. he also stated we were working on a maintenance reserve for the building. Our closing was held and we were saving approximately \$5500 per month on our payments.*

I. Treasurer Report

Motion to Approve Treasurer Reports made by

| | |
|---------------|--------------|
| James Hartung | _____ |
| Jack Sculfort | <u> 1 </u> |
| Robert Lucas | _____ |
| Barb Pinter | _____ |
| Linda Stacy | <u> 2 </u> |
| William Davis | _____ |
| Keith Jordan | _____ |

Motion Passed

J. Staff Contracts .

| | |
|---|------------------|
| Christopher Lowe—Detention | \$15.00 per hour |
| Steve Nellett—Detention | \$15.00 per hour |
| Dave Brown—CTE | \$13.50 per hour |
| Jeb Braden—Phys Ed –switching to salary | \$31,500 |
| Richard Bockelman—Maintenance | \$31455.84 |

Staff Resignations:

Motion to approve made by

| | |
|---------------|--------------|
| James Hartung | _____ |
| Jack Sculfort | _____ |
| Robert Lucas | <u> 1 </u> |
| Barb Pinter | <u> 2 </u> |
| Linda Stacy | _____ |
| William Davis | _____ |
| Keith Jordan | _____ |

Motion Passed

K. Vendor Contracts

Motion to approve made by

| | |
|---------------|-------|
| James Hartung | _____ |
| Jack Sculfort | _____ |
| Robert Lucas | _____ |
| Barb Pinter | _____ |
| Linda Stacy | _____ |
| William Davis | _____ |
| Keith Jordan | _____ |

L Old Business: ***Matt Zaleski inquired as to how transportation was going with Toledo Public Schools. Tom Shafer stated it was going fine, there is a few kinks to work out, but otherwise it is going good.***

Motion to approve made by

| | |
|---------------|-------|
| James Hartung | _____ |
| Jack Sculfort | _____ |
| Robert Lucas | _____ |
| Barb Pinter | _____ |
| Linda Stacy | _____ |
| William Davis | _____ |
| Keith Jordan | _____ |

M. New Business:

Grant Writer (Information Only)—no action needed—*Tom informed the Board he hired a grant writer and she is coming in on September 28th to meet with him. She will work 10hrs a week in the building.*

N. EXECUTIVE SESSION –*For the pupose of discussing contracts*

Motion Made By:

| | |
|---------------|--------------|
| James Hartung | _____ |
| Jack Sculfort | <u> 1 </u> |
| Robert Lucas | _____ |
| Barb Pinter | _____ |
| Linda Stacy | <u> 2 </u> |
| William Davis | _____ |
| Keith Jordan | _____ |

Motion Passed

Executive Session Began at 7:10

Executive Session ended at 7:26

Motion (if applicable):

| | |
|---------------|-------|
| James Hartung | _____ |
| Jack Sculfort | _____ |
| Robert Lucas | _____ |
| Barb Pinter | _____ |
| Linda Stacy | _____ |
| William Davis | _____ |
| Keith Jordan | _____ |

No action taken

Meeting started: 5:00 p.m.

Meeting ended: 7:28 p.m.

NEXT BOARD MEETING, MONDAY October 12, 2015

Board Chairman

Date