

THE MARITIME ACADEMY OF TOLEDO
BOARD OF DIRECTORS
Board Retreat Minutes
Wednesday, August 12, 2015 – 8:30 A.M.

Maritime Academy

A. Call to Order: Roll Call

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

Also Present: Kathy Simpson, Tom Shafer, Aaron Lusk

B. SEE ATTACHMENT FOR BOARD RETREAT MINUTES

C. MEMBERSHIP

Tom Shafer presented the board with a request to join the OAPCS (Ohio Alliance Public Charter Schools). Said there were many advantages to belong to this organization. The Fee for this was \$625.00

A motion was made by:

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

Motion Passed

Meeting Adjourned at 3:00 pm

NEXT BOARD MEETING, MONDAY SEPTEMBER 14, 2015

The Maritime Academy of Toledo

Strategic Planning Retreat - NOTES

Wednesday August 12, 2015
Holiday Inn French Quarter

Hartung – 8:30 – 8:45

- Welcome, thanks.
- Period of great change
- Limited purpose of the day
- Series of discussions not lectures

Sculfort –

- Board member personal exercise – 8:45 – 9:15
 - Reason you will serve - what are your personal background elements?
 - *Shared desire to serve and to be part of something that offers children opportunities for choice, structure, discipline, experience, opportunity and success; often outside of traditional collegiate avenues*
 - What you want to see the board achieve? Your role?
 - *Every board member wanted to see the board foster and support The Academy to grow and prosper and move beyond the past.*
- Mission and Vision – 9:15 – 9:45
 - Review Current
 - *Too wordy, not appropriate for intended or desired use.*
 - Discuss need for an update – do so as necessary / a process to start
 - *Tom will initiate a process to include a wide range of stakeholders, including parents and community partners, and build appropriate mission and vision statements that incorporate concepts of potential, skills, attitude, reading, and academics as a yardstick. The goal is to have something that can be published and promoted through-out the school.*
 - Board Vision – Aspirational
 - *The board agreed that this was important. The vision should be short, unifying and encompass a true vision. A draft emerged as follows,*
 - *Draft: "The academy will be an educational leader as a dynamic and diverse, long-lived and character-based school which develops every student to achieve his or her personal potential"*
 - *The use of a board mission statement was also discussed but not drafted. Words like support, resources, encourage and lead were considered for inclusion in a Board mission statement.*
- Core School Issues – Areas of focus
 - Fiscal – Simpson – 10:00 – 10:20
 - *Headcount – The board should expect increased scrutiny in all areas, particularly in FTE, based on comments from attendance at a recent state auditor's conference..*
 - *Budget – The budget will show a modest surplus, meet pressing educational and building needs and demonstrate that greater than 40% of all expenditures are spent on instructional uses.*
 - *Re-finance – The re-finance is fast approaching and the saved monies have been invested elsewhere in the budget*
 - 2015 Goals –
 - 250 – 260 headcount

- *Expense control*
 - *\$100,00 year end surplus*
- Academic Areas of Focus – Lusk – 10:20 – 10:40
 - *Special Ed. – a key component of our school’s mission and attraction. Enrollment trending upwards.*
 - *New offerings – a variety of new course offerings were reviewed*
 - *New tools – similarly there are new tools and metrics which will be implemented*
 - *2015 Goals – Use the B E S T model*
 - *B – Behavior and discipline – choose and implement a character education system*
 - *E – Environment must be conducive to learning -- use a parental survey, sample size > 30 with 4 of 5 goal for rating*
 - *S – Standards-based academic education – Utilize a Formative Instruction Plan developed by Ohio*
 - *T – Technology & Digital – Deploy grade appropriate career readiness plans for all grades: 5 - 12*
- Student Life – Lusk 10:40 – 11:00
 - *Character Education – A program is to be selected at a faculty meeting this week. Two canned programs and one developed as a nautical themed program, “ABOARD” by Aaron are the choices.*
 - *Sport programs – Yes, these will be continued and supported by letter grade requirements will be enforced*
 - *Other Extra curricular - An expanded after school variety is envisioned.*
 - *2015 Goals –*
 - *The express goal is a positive culture manifested by*
 - *Pride*
 - *Character*
 - *Self-control*
 - *Dependability*
 - *Sports engagement*
 - *After school programs are an opportunity not an obligation*
 - *Parental engagement will be strongly encouraged.*
 - *Surveys will be employed*
- Career Tech – Shafer – 11:00 – 11:20
 - *Marine – Up from 23 to 26 with a large 10th grade cohort and an emphasis on post-graduation outcomes. Concentration on the partnerships with the military services.*
 - *Culinary – Up from 16 to 30; two of last year’s graduates are working in commercial kitchens, though none yet on a ship. The Boyer, (since renamed) represents a dockside opportunity for real galley food preparation*
 - *Environmental – a new program being developed. The goal is to start with one course offering this school year and expand to five in the future. Partnerships will include UT and ODE among others. This is a pressing need, an excellent recruiting tool and provides expanded access to CTE programs for female cadets.*
 - *2015 Goals – Simple: jobs for our graduates. A placement rate of 40 – 50% is the goal; which is 100% of the graduates looking for work straight out of school*
- Administrative Issues – Shafer & Borman– 11:20 – 12:00
 - *IT - deferred*

- Legal – *An update on our age discrimination case was provided, further discussion was deferred*
 - Building management – *Several small but important projects were budgeted and are underway or soon to be completed including pool filters, boiler upgrades and roofing repairs.*
 - Foundation Issues – *The old foundation is claiming, with very questionable justification, ownership to the Coast Guard courses. It was pointed out that these course are site specific and cannot be relocated. Other discussion was deferred.*
 - Community engagement
 - Grants – *Interviews underway, impressive candidates have been identified – a selection is anticipated in September*
 - Public Relations – *Interviews underway, impressive candidates have been identified. The current vendor will be interviewed for potential renewal.*
 - 2015 Goals - School Operations Wrap-up Discussion and Conclusions – *General discussions expressed confidence and optimism in coming school year.*
- Core Board issues –
 - Organizational Affiliation
 - *The costs and merits of joining a Community school board membership organization were discussed.*
 - *Three candidates were discussed*
 - *Buckeye*
 - *OAPCS*
 - *OCQE*
 - *All feature strengths. A motion for a one year trial with OAPCS was moved and passed*
 - *A strong cautionary note was raised – these groups perform lobbying on behalf of Community schools. Can school monies be spent to pay for joining such a group? Tom will investigate. If not, then this is a casualty of the rift with the old foundation*
 - Maritime Professional Education –
 - *The school needs a leader but has no funding for such a position*
 - *Other sources of funding might include*
 - *School support*
 - *A grant to fund organizational costs*
 - *A community partnership of three or four supporting organizations*
 - *Dock workers and gulf coast companies must be included*
 - *There is no formal needs assessment so it is best to start with small bites*
 - *Competitive advantages were thought to be strong. Further discussion revealed weaknesses as well as strengths:*
 - *Hotel rooms – maybe not*
 - *A strong need – undocumented*
 - *Coursework completed – not uniformly so, and ownership in question*
 - *Simulators – somewhat, but not as much as hoped due to technical and programming shortcomings*
 - *Brand identity of the academy – only “sort of” due to the rift*
 - *Rick, Barb and Jim and their collective expertise and contacts*

- *It is sensed the Rick, while willing, had not been empowered to move concepts and coursework forward.*
 - *Next step: Jim, Jack and Barb to meet with Rick and ask for a small, simple proposal to begin to prove demand.*
- *Skilled Trades – This is a placement opportunity – similar to the Maritime industry the workforce is aging, male and white. Linda & Tom are working contacts*
- *Job Placement Services – GED*
 - *A strong recruiting tool*
 - *Duties of a position would include*
 - *Track every senior*
 - *Maintain relationships with the schools, the armed forces and the trades*
 - *Practice interviews and filling out applications*
 - *Provide coaching and motivation*
 - *Track graduates and their employers*
 - *Understand the real world*
 - *Maintain and develop contacts in the Maritime and Culinary fields*
 - *Manage a GED program*
 - *Requirements –*
 - *Avoid, if possible, the “Counselor” designation and its credentialing*
 - *Experience working with teens*
 - *A four year degree, perhaps in communication or social services*
 - *Part-time 20 -25 hours*
 - *Next steps – It was discussed, though not approved that if the school hits its enrollment targets, then a part time placement position could be opened and filled.*
- *Develop and implement a Board Committee Structure;*
 - *Finance committee is working*
 - *Potential other committees might include:*
 - *Academic,*
 - *Student life, including students on the committee*
 - *The Chair will consider*
- *Support of the 2015 Goals with an eye toward the future*
 - *The board needs participation and visibility*
 - *Random, casual positive visits,*
 - *Repeat: provide positive reinforcement*
 - *Lunch invites?*

Hartung -

- *Wrap-up – 2:45 – 3:00 – Declaration of victory, expression of thanks and adjournment*