

THE MARITIME ACADEMY OF TOLEDO  
BOARD OF DIRECTORS  
Board Meeting Minutes  
Monday, December 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>  X  </u>
Keith Jordan	<u>  X  </u>

B. Chairman's Remarks—*Chairman Hartung welcomed everyone and stated that he really sees unity in our group and that our cadets are what we are all about.*

C. Public

Patti Eaton—Waterway Conference—*Not there*

Josh Culling—Communica—*Mr. Culling introduced himself and spoke a little bit about himself and Communica. He told the board he was thrilled to have our account because he believes in what we are doing. He told the board he was modernizing our brochures and direct mail pieces. He felt they were pretty dated. He presented the to the board the brochure he worked on for their viewing. Chairman Hartung stated he was pleased with Communica's thinking.*

Coast Guard—*Capt Stauffer was present and introduced the guard members who would be working with our cadets. Right now they have 8 cadets in the flotilla. The uniforms have been ordered. Mr. Brown stated that they still need to get the shoes that are part of the uniform. Ms. Simpson told Rick to see her regarding the shoes. The cadets will be getting their heads shaved and Mr. Lusk is doing a fundraiser out of this. The Coast Guard will be putting together a curriculum for these cadets. They are taking college courses and adapting them to high school. They are still working on getting the Admiral to visit our school.*

Foundation—*Mr. Ed Conn was present from the Toledo Maritime Education Foundation. Told the board he was excited about the new foundation and serving as President. He is still recruiting board members. They had their first meeting and everything went well. He just recruited an attorney to serve on the board in the capacity of Treasurer. Their mission is to help raise money for the education of our cadets. Chairman Hartung thanked him for taking on the Presidency of the Foundation.*

D. Reports

Superintendent's Report—*Mr. Shaffer went over his report briefly with the board. We are Currently at 264 for enrollment. He stated that our academic test scores were not where he liked them and that we are taking steps to help improve this. Mr. Shafer told the board we were going to be purchasing a program for credit recovery to help those students who need to make up credits to graduate. A change in our cadet ranking position has been*

*made. Only leadership cadets will be officers. Destine McClafin, one of our teachers, has taken over the leadership program and has done a commendable job. Mr. Shafer told the board he was concerned with our students' safety when crossing Summit Street. He has met with the traffic engineer and they are establishing a cross walk on Water Street and possibly have a crosswalk put on Summit for students who need to cross that street. He will keep the board informed. We have completed our homeland security plan so we can be in compliance. Mr. Shafer is now in the process of working on our ESC contract The ESC has approved our application. The Great Lakes Waterway Conference is February 9 and 10<sup>th</sup>. Mr. Brown, Mr. Lusk and himself will be attending. Jessica Jackson our grant writer is beginning to re-write our 21<sup>st</sup> Century grant. Her goal is with the grants is to get funding to buy lab equipment for our environmental science class. Chairman Hartung stated that he understands we are committed to academics and if there is anything the board can do to help they will be there.*

*Principal's Report—Mr. Lusk went over his report with the board. He stated that Plato Is coming in in January to do professional development with our board. Mr. Jordan told the board that he found it very pleasant when he dropped by our school and visited some classrooms. Every classroom he visited the cadets were engaged in learning. It was very quiet and he laughed and stated he wondered if there were any cadets present. He spoke briefly to the cadets about the importance of education. Mr. Lusk told the board he observes the teachers at least 2 times a week. Director Pinter asked what program was being used to assess the students. Mr. Lusk told her the STAR program. Suspensions are way down and all cadets are happy to be enrolled here at the school.*

*CTE Report—Mr. Brown told the board that all Owens classes ended on Friday, Dec. 11. We are now scheduling our spring classes. We are in the process of setting up an articulation agreements with Owens for the new CTE program, Marine Environmental Science. A naval midshipman and retired Captain visited the school just before Thanksgiving to talk about the naval academy, different types of majors, sports and life on campus. He also told the CTE 10<sup>th</sup> grade class the application process. The USCG auxiliary and candidates have been meeting every Monday. A haircut day is being scheduled and used as a fundraiser for the school's prom. The annual career day has been set for May 13<sup>th</sup>.*

*IT Report—Mr. Bauman told the board a new Advanced Technology course will be Offered for the first time next semester. It is open to students who have taken the essentials of technology class and have achieved a grade of C or above. The goal of the class is to give students interested in IT careers an academic jumping point. The emergency warning system has been successfully installed and is now being implemented. A 6 speaker augmentation system has been ordered for the galley so that the warnings can be heard in there as well.*

*E. Sponsor's Update—Sophie Speelman presented the board with the timeline for the renewal of our contract. She said the committee has recommended approval of our application.*

F. Approval of Minutes

Motion to approve Minutes made with the change of some wording in paragraph.

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

***Motion Passed***

G. Finance Committee—***Director Sculfort told the board the finance committee met and We are making headway in the budget with variances.***

H. 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***

I. Staff Contracts:

Melissa Coduti—SPED Substitute--\$21,380.51 (Pro-Rated)

John Goulet—Maritime Skills--\$22,217.20 (Pro-Rated)

Staff Sign on Stipend: \$300

Rick Brown	Destine McClafin
Patti Eaton	Elizabeth Robertson
Jacob Lofton	Jessica Schneider
Daniel Mauk	Tiffany LeSueur
David Napierala	Stephen Nellett
Andrea Lipiec	Beth Schroeder
Denise Little	

Staff Resignations:

Motion to approve made by

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

***Motion Passed***

J. Vendor Contracts

Bridgeway Cummins—Generator Maintenance Renewal--\$660.26  
 Edumonton-Study Island—On line courses--\$7000.00

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

***Motion Passed***

K Old Business:--*Director Sculfort spoke regarding the committees the board envisions. Such vision having emerged from the retreat and a number of conversations in the intervening months. Each committee would typically have 2 – 3 board members and an executive liaison. The committees would be tasked with holding regular meetings. Investigating, researching and debating areas within their sphere. Forming policy and action recommendations for the consideration of members of the full Board. There are 4:*

1. *Finance, Facilities and Audit; Executive Liaison: Kathy. NOTE: This committee has been active for several years*
2. *Maritime, Military and Development; Executive Liaison: Rick*
3. *Student Life, Curriculum and placement; Executive Liaison: Aaron*
4. *Community Outreach and Public Relations; Executive Liaison, Tom*

*Jack commented that, when implemented this committee structure would require a substantial additional commitment from the members of the board. As such, Jack asked the administration to review this structure with particular emphasis on the following areas of potential concern:*

- *Sunshine Laws: Despite the fact that Committees typically do not constitute a quorum of the board, the Board needs to be absolutely certain about the applicability of the Sunshine Laws. If they do apply then public notice and published meeting minutes will be required.*
- *Compensation: A modest stipend for Committee participation is appropriate. Will the TMAAT budget and the Ohio Revised Code permit this?*
- *By-Laws and/or Code of Regulations: Do the Academy governing documents allow for this structure? They should be very clear that the committees may*

*direct or request certain administrative activities, but they are not allowed to take action on items typically reserved for the board. The committees would be empowered to simply make recommendations for Board consideration. Noting that there was general agreement of the members of the board, the Chair asked that the administration review and report back to the full board at the next meeting.*

Motion to approve made by

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

*Motion passed.*

M. New Business:

Motion to approve made by

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

N. EXECUTIVE SESSION—

Motion Made By:

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

Executive Session Began at \_\_\_\_\_

Executive Session ended at \_\_\_\_\_

Motion (if applicable):

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

Meeting started: 5:05 p.m.

Meeting ended: 7:15 p.m.

NEXT BOARD MEETING, MONDAY January 11, 2016

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Chairman of the Board

Date