

Meeting Minutes

July 17, 2012

The Governing Authority of the Bio-Med Science Academy met for a regular meeting on the campus of The University of Akron, Quaker Square, 135 S. Broadway, Akron, Ohio in Room 330 on July 17, 2012. Present were Tim Sisson, J.G.M. Thewissen, Michael Kerrigan. Also present were Stephanie Lammlein, Director and Kathy Porter, Treasurer/Secretary and guest Cortney Porter.

The meeting was called to order by Chair, Michael Kerrigan at 4:02 p.m.

The Pledge of Allegiance was waived because there was no flag available.

Roll Call: Tim Sisson, J.G.M. Thewissen, Michael Kerrigan all present.

RESOLUTION 2012-7-01

ADOPT the Agenda

It was requested by Michael Kerrigan to adopt the agenda.

J.G.M. Thewissen made a motion, T. Sisson seconded, the motion passed by voice vote.

RESOLUTION 2012-7-02

APPROVE Minutes of the June 12, 2012 Special Meeting

It was requested by Michael Kerrigan to approve the minutes from June 12, 2012 special meeting.

J.G.M. Thewissen made a motion, T. Sisson seconded, the motion passed by voice vote.

RESOLUTION 2012-7-03

APPROVE Minutes of the June 19, 2012 Regular Meeting

It was requested by Michael Kerrigan to approve the minutes from June 19, 2012 regular meeting with the addition of adding that the members who were not present, were in fact, excused.

T. Sisson made a motion, J.G.M. Thewissen seconded, the motion passed by voice vote.

Director Reports/Recommendations:

Mrs. Lammlein reported that Bio-Med is working with Kent State University on a memorandum of understanding to work together on joint learning projects such as the Wetlands project. She stated that the relationship was very positive and is moving forward.

Mrs. Lammlein reported that the Portage County Legal Consortium has decided to change law firms from Eastman & Smith to Day Ketterer. We will keep Maria Markakis as our lead attorney as she has moved to the new law firm. With this move, there will be more local attorneys to assist on the consortium's legal matters if needed.

Bio-Med is also very close in working with the NEOMED Foundation and a private land owner for a gift of land that has wetlands. The donors were interested in gifting the land to NEOMED, but NEOMED did not have a use for it. The idea to gift it to Bio-Med was suggested to the land owners to be used in joint science projects with Kent State University. It was noted that there is a rare rattlesnake species on this land.

Renovations are well underway for the spaces that will be utilized by Bio-Med Science Academy in school year 2012-2013. Equipment and furnishings are now being ordered. Renovations are expected to be completed on time. Mrs. Lammlein showed furniture quotes from APG Office Furnishings and M.O.M.S. The quotes were almost identical and so she recommended using APG Office Furnishings because of the comfort level she felt when working with their staff.

In addition, Mrs. Lammlein has been working with NEOMED staff and consultants on the design of the new Bio-Med space in the Health & Wellness building that will be built on the campus of NEOMED. That construction is expected to start this fall.

Mrs. Lammlein discussed that during the accelerated five week term starting in November only elective classes will be offered. The list of possible electives will be distributed to students and parents soon to get their feedback on what classes are most popular and try to design the curriculum around those classes. Mrs. Lammlein asked the Board if we should offer a class that teaches a very broad coverage of the major religions of the world. She verified with legal counsel that this is not in violation of any Ohio Revised Code. The Board agreed that it can be added to the list of possible elective courses to see what level of interest there is for such a class.

Mrs. Lammlein and the new teachers have been going for professional development training throughout the summer. The teachers first official day is August 15, but they will be paid a stipend for this training time on their first paycheck per the approved budget.

There have been monthly student/parent meetings so that student/parents are updated on the progress of the school, curriculum, required paper work and to give them the opportunity to ask questions regarding the new school. This Saturday, July 21, 2012 will be the last student/parent meeting prior to the start of school on August 20, 2012.

VLX – virtual learning is going to be delayed slightly. This is not anticipated to be a problem because students will have a lot the first few weeks of school, including attending classes at the County Fair, to add this new technology so quickly may overwhelm the students. There will be a one half day training for teachers on the technology at the end of July.

Treasurer's Report:

Ms. Porter passed out Board books to each member that hold the minutes of prior meetings, articles of incorporation and code of regulations.

Our insurance broker tried to secure three quotes from three separate insurance carriers: Cincinnati Insurance, Trident Insurance and Ohio Casualty insurance. Ohio Casualty declined to quote because the school is too new with no history. After reviewing the quotes and getting more information on Trident, the school secured building contents and liability insurance through Trident for a total of \$3,340. This includes Board coverage but does not include a State of Ohio required Treasurer's Bond. Trident did not offer this coverage so a \$50,000 Treasurer's bond was purchased from Cincinnati Insurance for \$125. This covers the school if there is any financial misconduct from the Treasurer.

The Board reviewed a listing of all purchase orders to date. With the exception of one item that Mrs. Lammlein believes should be charged to NEOMED, all expenses are for start-up costs of the school or are professional development related. A detailed listing by account classification will start to be presented in August.

Ms. Porter reminded the Board members that anyone who has not yet gotten their BCI/FBI criminal background checks to please do so by the next Board meeting. Anyone who has this already should please provide a copy for our records.

IRS form 1023 Application for Tax-Exempt Status has been completed and is currently being reviewed by our legal counsel. Once the review has been completed, it will be mailed to the IRS. The turnaround time for the IRS for these types of requests is usually four to six months.

Executive Session: Not needed.

Unfinished Business:

Per discussion at the June 12, 2012 Special Board meeting, Board members were asked to send in names and resumes of perspective new Board Members for review and discussion. Per that request, two names were brought to the Board: Dale Hluch and Debra Heppe. The Board is looking to add two (one year term) Community or Parent members to the Board at this time to bring the total number of Board members to five. Once Kent State University is ready for Board participation, one of these positions will not be renewed. The timing of the future Board meetings was also discussed. Some perspective Board members may find it difficult to serve on the Board unless we change the time of the meetings to the evening. After some discussion, it was decided that our next Board meeting will continue at 4:00, but once new members have been added we will ask for their input on this discussion.

The first week of school will be at the same time as the Randolph Fair. We have developed a memorandum of understanding with the Portage County Agricultural Society, d.b.a. Randolph Fair to allow our students to have free entry into the fairgrounds and adequate space for the purposes of education.

RESOLUTION 2012-7-04

Approve Bio-Med contracting with the Portage County Legal Consortium's attorneys from Day Ketterer

T. Sisson made a motion, J.G.M. Thewissen seconded, the motion passed by voice vote.

RESOLUTION 2012-7-05

Approve the use of APG Office Furnishings to purchase classroom furniture

J.G.M. Thewissen made a motion, T. Sisson seconded the motion passed by voice vote.

RESOLUTION 2012-7-06

Adopt the Memorandum of Understanding with the Portage County Agricultural Society

T. Sisson made a motion, J.G.M. Thewissen seconded, the motion passed by voice vote.

RESOLUTION 2012-7-07

Approve the Nomination of Dale Hluch to complete the current term for Community/Parent Board Member

J.G.M. Thewissen made a motion, T. Sisson seconded, the motion passed by voice vote.

RESOLUTION 2012-7-08

Approve the Nomination of Debra Heppie to complete the current term for Community/Parent Board Member

T. Sisson made a motion, J.G.M. Thewissen seconded, the motion passed by voice vote.

Ms. Porter will welcome the two new Board members and notify them of the upcoming meetings and the required BCI/FBI criminal background checks.

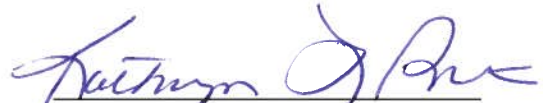
RESOLUTION 2012-7-09

ADJOURNMENT

It was moved by J.G.M. Thewissen and seconded by Tim Sisson to adjourn the meeting. The motion passed by voice vote at 5:44 p.m.



Michael Kerrigan, President



Kathryn Porter, Treasurer/Secretary