

YOUNGSTOWN CITY SCHOOL DISTRICT ACADEMIC DISTRESS COMMISSION

Members:

Dr. John Richard
Nicholas Santucci
Vincent Shivers
Dr. Maria Hoffmaster
Dr. Ben McGee

Anthony J. Farris, Office of the Attorney General

ADC REGULAR MEETING MINUTES

FRIDAY, AUGUST 16, 2019 ~ 10 A.M.

**CHOFFIN CAREER & TECHNICAL CENTER
200 E. WOOD ST., YOUNGSTOWN, OH 44503**

The Youngstown Academic Distress Commission meeting was called to order at 10:01 a.m. by Dr. John Richard, ADC Chair. The meeting was held at Choffin Career & Technical Center, 200 E. Wood Street, Youngstown, Ohio 44503.

I. Roll Call	<i>Present</i>	<i>Absent</i>
Dr. John Richard	___x___	_____
Nicholas Santucci	___x___	_____
Vincent Shivers	___x___	_____
Dr. Maria Hoffmaster	___x___	_____
Dr. Ben McGee	___x___	_____

II. Approval of August 16, 2019 Agenda

Motion by: M. Hoffmaster *Seconded by:* N. Santucci

Roll Call Vote:

Dr. John Richard	Yes ___x___	No _____
Nicholas Santucci	Yes ___x___	No _____
Vincent Shivers	Yes ___x___	No _____
Dr. Maria Hoffmaster	Yes ___x___	No _____
Dr. Ben McGee	Yes ___x___	No _____

III. Approval of June 13, 2019 Minutes

Motion by: M. Hoffmaster *Seconded by:* N. Santucci

Roll Call Vote:

Dr. John Richard	Yes ___x___	No _____
Nicholas Santucci	Yes ___x___	No _____
Vincent Shivers	Yes ___x___	No _____
Dr. Maria Hoffmaster	Yes ___x___	No _____
Dr. Ben McGee	Yes ___x___	No _____

- Dr. Richard opened the meeting and commended Christine Sawicki - CAO, Joseph Meranto - Superintendent and district staff for their contributions and hard work during the transition of leadership with the CEO. Dr. Richard also commented that he attended and provided remarks at the Youngstown district opening day convocation with teachers and staff. He mentioned that there was a positive atmosphere and tone and expressed that CEO Justin Jennings presentation to the staff was transparent and also communicated the importance and need to establish and build relationships and trust within the district.

IV. Public Comment

- Anthony Petruzzi, Jr. questioned the ADC members and CEO Jennings regarding the school improvement plan and “How do we get kids to care about their education?”

V. Youngstown City School District Data Dive - YCSD Data Team

- The meeting continued with CEO Jennings leading the presentation on district data. The focus of the presentation was on ELA data results from over the past 3 years and overall district test results (*refer to meeting materials*). CEO Jennings stated that it is his goal to get information to the ADC members the Monday before the ADC meeting to provide time for their review. The same information will also be sent to the school board members. Discussion continued with ADC members, CEO Jennings, and Amanda McGinnis - Deputy Chief of Teaching and Learning about the district literacy approach throughout district. The data review presentation ended with a discussion about the overall approach of gaining focus on where the district needs to show progress, specifically by each school building and bring attention to addressing those needs; while utilizing the enrollment data and community input to decide any future plans (*refer to meeting materials*).

VI. District Financial Update - A.J. Ginnetti, Treasurer

- Mr. Ginnetti presented district financial data on the fiscal years of 2018 & 2019 which included revenue, expenditures, cash balances and overall comparison between the fiscal years 2018 and 2019 (*refer to meeting materials*). Discussion continued with Mr. Ginnetti and ADC members regarding the reasons for deficit spending in 2018. Dr. Richard and CEO Jennings both emphasized the overall goal of having total transparency with accurate information moving forward along with improving procedures within the district. CEO Jennings commented that at the next meeting there would be a budget comparison with the levy renewal and without the renewal.
- Anthony Petruzzi Jr. was given permission to address the ADC members. He asked if the financial report was based on all funds or general funds? He stated in financial reporting to state the period of time being reported, activity reflected in general or all funds and factor cash along with encumbered and non-encumbered funds. He suggested the district to periodically look at cash handling to make sure funds are not being mishandled, review district policies and follow those polices. He also shared his preference of public comment portion being place towards the end of the meeting.

VII. Finance Committee Update

- Dr. McGee provided an update on the finance advisory committee, which is an *advisory* sub-committee of the ADC. He provided an overview of the role of the finance advisory committee which is to review the annual state audit and address any concerns, review the 5 year forecast and assumptions, study financial projections, review district revenue and expenditures and examine related documents such as the operational budget, share financial best practices for both private and public sectors when appropriate and meet at least 2 times annually and report to the ADC.
- The six (6) members of the committee are Dr. McGee – Committee chair, Germaine Bennett, Brian Rela, Dr. Hoffmaster – ADC member, Pastor Lewis Macklin and Tina Cvetovich – Youngstown school board member. The committee met on July 2, 2019 at East High School, all members were present. During the meeting the committee reviewed their mission, became familiar with district finance reporting and terminology, reviewed matters related to the audit, 5 year forecast and best practices associated with school finance. The next meeting date is scheduled for August 27, 2019 at 3 p.m., Youngstown Rayen Early College High School in which the committee has invited the CEO and Treasurer to attend the meeting.

VIII. CEO Justin Jennings, Strategic Emphasis

- CEO Jennings presented his strategic emphasis for the Youngstown City School District. He clarified that the strategic emphasis is separate from the district strategic plan which involves input from community stakeholders. CEO Jennings presented on the following topics within his strategic emphasis (*refer to meeting materials*):
 1. Five (5) areas of focus which are 1.) Governance 2.) Community Partnerships 3.) Diversity Equity & Inclusion 4.) Talent & Leadership and 5.) Data & Accountability
 2. CEO mission statement. Planned CEO, district and community engagement activities, business/community partnerships and mentorship program and literacy events
 3. Theory of Action – How do we get this done?
 4. Four (4) Cornerstones of Change
 5. Five (5) Year Plan and 5 Goal Categories
 6. Leadership Reconfiguration Profiles
- Dr. Richard provided insight into the ADC’s charge which is to:
 - 1.) Determine what is in place in regards to the current improvement plan and it’s alignment to the strategic emphasis. (*Any modifications of the school improvement plan should be presented to the ADC for formal vote*)
 - 2.) Determine what the ADC’s role can be in supporting the district and CEO
 - 3.) Develop performance review of the CEO

IX. The Commission entered into executive session at 11:10 a.m. to consider the employment, promotion, demotion, compensation and/or discipline of public employees. It was announced that no formal action would take place.

Motion by: N. Santucci Seconded by: M. Hoffmaster

Roll Call Vote:

Dr. John Richard	Yes	<u> x </u>	No	<u> </u>
Nicholas Santucci	Yes	<u> x </u>	No	<u> </u>
Vincent Shivers	Yes	<u> x </u>	No	<u> </u>
Dr. Maria Hoffmaster	Yes	<u> x </u>	No	<u> </u>
Dr. Ben McGee	Yes	<u> x </u>	No	<u> </u>

Larry Ellis, YEA expressed that he would like to see public comment portion to be towards the end of the meeting.

X. Return to open meeting at approximately 12:15 p.m.

Motion by: B. McGee Seconded by: M. Hoffmaster

Roll Call:

Dr. John Richard	Yes	<u> x </u>	No	<u> </u>
Nicholas Santucci	Yes	<u> x </u>	No	<u> </u>
Vincent Shivers	Yes	<u> x </u>	No	<u> </u>
Dr. Maria Hoffmaster	Yes	<u> x </u>	No	<u> </u>
Dr. Ben McGee	Yes	<u> x </u>	No	<u> </u>

XI. Adjournment at approximately 12:16 p.m.

Motion by: M. Hoffmaster Seconded by: N. Santucci

Roll Call Vote:

Dr. John Richard	Yes	<u> x </u>	No	<u> </u>
Nicholas Santucci	Yes	<u> x </u>	No	<u> </u>
Vincent Shivers	Yes	<u> x </u>	No	<u> </u>
Dr. Maria Hoffmaster	Yes	<u> x </u>	No	<u> </u>
Dr. Ben McGee	Yes	<u> x </u>	No	<u> </u>