

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda Final

December 20, 2021

5:30 PM-6:30 PM

Sylvan Heights Science Charter School

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Please rise for a moment of silence followed by the Pledge of Allegiance.

Can we have Roll Call:

II. ATTENDANCE

Board of Trustees	Present	Absent	Late
Ed Jaroch, President			
Margaret Burton Conners, Vice President			
Merita Marek, Secretary			
Chad Hotsko, Treasurer			
Lyndsay Bryce			
Amechie Walker			
Debra Simpson-Buchanan			
Nicole Marshall			
Erica Monroe			
Susan Roth, Principal/CAO (non-voting)			
Lori Lauver, Teacher (non-voting)			
Jess Nordai, Teacher (non-voting)			

III. APPROVAL OF AGENDA

It should be noted that public notice was given for this meeting in accordance with Act 84 of 1986. The preliminary draft agenda has been submitted to the Board for approval. Additionally, the preliminary draft agenda is also posted to the school’s website at www.shscs.org at least 24 hours prior to the scheduled board meeting. The school will post the approved agenda on the next business day following the scheduled board meeting.

May I have a motion to approve the agenda?

Motion:

Second:

Discussion:

Vote:
Result:

IV. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES:

Update on Line of Credit with Citizens Bank: Recommendation to continue line of credit in the amount of \$100,000.00 at the fixed Simple SOFR rate. Note: SOFR means, for any day, an interest rate per annum, equal to the secured overnight financing rate published by the Federal Reserve Bank of New York.

B. PRINCIPAL:

School Calendar:

- Early Dismissal on December 23rd
- Winter Break begins December 24th,
- Students return to school, Monday January 3rd.
- School Closed: January 17th in honor of Martin Luther King Jr.
- Last day for Marking Period 2: January 18th.

Recent threats to schools on social media and encouragement of school violence:

- The Pennsylvania Department of Education (PDE) and the Pennsylvania State Police (PSP) were aware of numerous messages circulating on social media, primarily TikTok, regarding school shootings and bomb threats to schools that was to occur on December 17th.
- These social media posts warned of threats not specific to Pennsylvania and did not contain specific threats, schools, actors, or locations.
- Sylvan Heights Science Charter School DID NOT receive any threats.
- Reminder to all to report any suspicious behavior to Safe2Say at (844) 723-2729, or info@safe2saypa.org, or online at www.safe2saypa.org. In the event of an emergency, please call 911.

Masking Order:

- Pennsylvania Supreme Court struck down the Acting Secretary of Health's school masking order on December 10, 2021.
- Per the Pennsylvania Department of Education: School entities still possess the authority and are encouraged to require masks in their facilities as recommended by CDC. Masking in school settings minimizes the spread of COVID-19, particularly in settings where individuals and students are not vaccinated, and allows for reduced quarantining to keep individual students and staff in school.

Homeless Liaison/School Counselor, Marty Stevens:

- Reminder: Sylvan Heights has Title 1 Funds available to assist students identified as homeless with clothing, shoes, backpacks, and supplemental school supplies.
- Homeless students are defined as individuals who lack a fixed, regular, and adequate nighttime residence, and includes:
 - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
 - Living in emergency, transitional, or domestic violence shelters;
- Families are encouraged to reach out to Mr. Stevens for assistance

Federal Grant Updates: Presented by Lori Lauver, STEM/Federal Programs Coordinator

- American Rescue Plan - Elementary and Secondary Schools Emergency Relief Fund (ARP-ESSER)

C. BY-LAWS AND POLICIES:

No meeting held

D. Family Advisory Committee:

No meeting held.

E. PERSONNEL:

No meeting held.

F. PRESIDENT

VII. ITEMS FOR BOARD ACTION

By notice of the President, the following action items suggest a roll call vote. You will be recorded as voting in the affirmative for the motion unless you say “nay” or “I abstain”. Board Members are further advised that they must publicly announce and disclose the nature of any conflict of interest before the vote on the matter is taken.

A. CONSENT CALENDAR

1. APPROVAL OF BOARD MINUTES

- Approve the minutes from the November 15, 2021 Board of Trustees Meeting.

2. FISCAL ITEMS:

- To approved the line of credit with Citizens Bank in the amount of \$100,000.00 at the fix Simple SOFR rate.
- Approval of check numbers 2169 - 2188 and the listed ACH transactions for the month of November 2021.

3. PERSONNEL:

- To accept the resignation of Tiara Hall effective December 2, 2021.
- To approve the hiring of Nickshon Wiggins, Building Aide, effective December 6, 2021, non-exempt employee status in the amount of \$25,500.

4. AGREEMENTS/CONTRACTS/POLICIES

- To approve the BEHAVIORAL AND SPECIAL EDUCATION SERVICES AGREEMENT, between Specialized Education of Pennsylvania, Inc., a Pennsylvania corporation (“SESI PA”), and Sylvan Heights Science Charter School (the “District”). SESI PA and the District for the 2021-2022 school year.

May I have a motion to approve the consent calendar as recommended?

Motion:

Second:

Discussion:

Vote:

Result:

B. OLD BUSINESS

1. Motion to renew Susan Roth, Principal/CAO's contract in the amount of \$89,223.75 retroactive to July 1, 2021 and ending June 30, 2022.

C. NEW BUSINESS:

1. Motion to authorize Stock and Leader to initiate and assist the Board and Administration in a Request for Proposal process to secure property management services.
2. Motion to authorize Stock and Leader to initiate and assist the Board and Administration in a Request for Proposal process to secure financial advising services.
3. Motion to authorize Stock and Leader to work with Administration to secure a temporary Administrator to serve from January to June of 2022 at a rate not to exceed \$600 per day.
4. Motion to update the Health and Safety Plan to state, "Masks are required for all Sylvan Heights Science Charter School students, staff, and visitors."
5. Motion to provide salary adjustments for actively certified Sylvan Heights Science Charter School teachers in the amount of \$1000 for masters degrees; \$750 for the completion of 24 college credits; and \$500 for certified bachelor's degrees, to be added to their base salaries and to commence during the second pay period in January 2022.

VIII. ADJOURNMENT

BOARD OF TRUSTEE MEETINGS

Meetings will be held @ 5:30 pm on the following dates:

Monday, July 26, 2021
Monday, August 23, 2021
Monday, September 20, 2021
Monday, October 18, 2021
Monday, November 15, 2021
Monday, December 20, 2021
Monday, January 24, 2022
Monday, February 21, 2022
Monday, March 28, 2022
Monday, April 25, 2022
Monday, May, 23, 2022
Monday, June 27, 2021

BOARD OF TRUSTEE COMMITTEE MEETINGS

Finance & Faculties Committee: (meetings are held at 6:00 PM)

Monday, September 13, 2021
Monday, November 8, 2021
Monday, January 10, 2022
Monday, March 14, 2022
Monday, May 16, 2022

By-Laws & Policy Committee: (meetings are held at 5:30 PM)

Thursday, August 5, 2021
Thursday, October 7, 2021
Thursday, February 3, 2022
Thursday, April 7, 2022

Personnel Committee: (meetings are held at 5:30 PM)

Wednesday, August 11, 2021
Wednesday, November 10, 2021
Wednesday, February 9, 2022
Wednesday, May 11, 2022

Meetings are held at Sylvan Heights Science Charter School, 915 South 13th Street, Harrisburg, PA 17104 except when the school building is closed due to mandated school closures related to

The mission of the Sylvan Heights Science Charter School is to enhance children's lives through educational experiences that are grounded in a comprehensive, science-driven interdisciplinary program highlighting discovery and creativity.

COVID-19. During school closures, attendance at meetings will take place via Electronic Communication. All meetings, whether in-person or via electronic communication, are open to the public. Those wishing to attend electronic communication meetings may email the school at publiccomment@shscs.org, phone the school directly at 717-232-9220 or mail their request to Sylvan Heights Science Charter School, 915 S. 13th Street, Harrisburg, Pa 17104 for access to the meeting. Please reference Board Policy 006.1, Attendance at Meetings via Electronic Communications or our school's website at www.shscs.org for more information.