

20Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

March 28, 2022
5:30 PM-6:30 PM

Sylvan Heights Science Charter School

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ATTENDANCE/ ROLL CALL

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)			
Melena Overdorf, Teacher (non-voting)			

III. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

IV. COMMENT PERIOD

V. REPORTS

A. FINANCE AND FACILITIES:

Meeting Held: March 14, 2022

Meeting Attendees: Ed Jaroch, Margaret Burton Conners, Chad Hotsko, Amechie Walker, Melena Overdorf, Dominique Buterbaugh, Lori Lauver, and Susan Roth

Special Guests: Kelley Lorenzetti, CPA from Diana M. Reed & Assoc.

Key Discussion Items:

- Proposed budget adjustments to the 2021-2022 school budget.
- Update on Financial Advisor
- Update on Lisa Conrad's Contract
- M3T Managed Services Agreement: \$690.00 per month after initial deposit of \$1,035.
- Cost of Federal Programs Conference: Ms. Lauver to attend

PA Association of Federal Programs Coordinators Annual Conference (Sunday, April 3 – Wednesday, April 6, 2022)

Conference is being held at 7Springs Resort, Champion, PA

Registration Fee: \$420

Lodging: \$362.97 (Holiday Inn Express & Suites)

Food: As per meal plan

Mileage: federal mileage reimbursement rate (\$0.585 per mile)

B. PRINCIPAL:

Marking Period 3 ends March 28, 2022. Report cards will be ready to send out during the first week of April.

March Happenings: Thank you to our special guests, Ed Collins, CEO of Journey Advancement; and Nadine Graham, owner and operator of Porters' House Jamaican Restaurant.

COVID-19 Updates: Dauphin County COVID-19 transmission rates are currently low.

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

Health and Safety Plan: Recommendation to remove mask requirement for staff, students and visitors. Additional recommendation to no longer restrict student movement within the school building/grounds/play area to classroom pods.

Sylvan Heights Safe Schools Committee Meeting: Held Thursday, March 24th

- Mrs. Roth attended the Dauphin County Schools Meeting on March 21, 2022
- Recommendations for schools to conduct an After-Action Review and revise All Hazards/Continuity of Operations

- Dauphin County plans on conducting a Weather Emergency Drill in April
- No more TMI Drills- to be replaced with other similar drills such as Hazards Materials
- Act 44 Symposium May 2022

Nursing Services: Update PA Lifesharing Services to allow for services to be provided by an LPN for \$40.00 per hour.

C. BY-LAWS AND POLICIES:

Meeting Held: March 17, 2022

Attendees: Ed Jaroch, Merita Marek, Debra Simpson-Buchanan, Susan Roth and Dominique Buterbaugh

Key Items Discussed:

- Necessary updates to Sylvan Heights Science Charter School Bylaws
 - Discussed the removing the YWCA of Greater Harrisburg
 - Discussed merging language from Policy 006.1 Attendance at Meetings via Electronic Communications into the Bylaws
 - Created a Google Doc so members could update/make ongoing revisions

D. FAMILY ADVISORY COMMITTEE:

Texas Roadhouse Fund Raiser was a success.

E. PERSONNEL:

No meeting held.

F. PRESIDENT:

VI. ITEMS FOR BOARD ACTION

A. CONSENT AGENDA:

1. APPROVAL OF BOARD MINUTES:

- Approve the minutes from the February 21, 2022 Board of Trustees Meeting

2. FISCAL ITEMS:

- Approval of check numbers 2246, 2248- 2271 and the listed ACH transactions for the month of February 2022.
- Approval of the cost associated for Lori Lauver to attend the PA Association of Federal Programs Coordinators Annual Conference from April 3rd- 6th.
- Approval of the M3T Managed Services Agreement in the amount of \$690.00 per month after initial deposit of \$1,035.
- Approval of the PA Lifesharing Services Agreement allowing for services to be provided by an LPN for \$40.00 per hour.
- Approval of the proposed budget adjustments to the current 2021-2022 School year budget.

3. PERSONNEL: no action needed

4. AGREEMENTS/CONTRACTS/POLICIES

- Approval of the revised Health and Safety Plan effective March 30, 2022.

B. OLD BUSINESS:

C. NEW BUSINESS:

VII. ADJOURNMENT