

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

February 20, 2024

6:00 – 7:00 pm

Sylvan Heights Science Charter School

915 S. 13th Street

Harrisburg, PA 17104

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
Erica Monroe, President			
Amechie Walker, Vice President			
Margaret Stone Burton, Secretary			
Chad Hotsko, Treasurer			
Debra Simpson-Buchanan			
Nicole Marshall			
Ed Jaroch, Immediate Past President			
Susan Roth, Principal/CAO (non-voting)			
Jess Nordai, Assistant Principal (non-voting)			
Lori Lauver, Teacher (non-voting)			

III. APPROVAL OF AGENDA

May I have a motion to approve the agenda?

Motion:

Second:

Discussion:

Vote:

Result:

IV. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

Mr. Marty Stevens, School Counselor and Homeless Liaison

- Presentation on students experiencing homelessness and the supports our school provides

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES:

Meeting Held: February 5, 2024 at 6:00pm

Attendees: Erica Monroe, Susan Roth, Jessica Nordai, Lori Lauver

Topics Discussed:

- 1) Current Student Enrollment: 212 total students
- 2) Mid-year financial status report
- 3) Compliance monitoring:
 - a. Fraud Policy and Procedure
 - b. Contract termination clause
- 4) Facilities:
 - c. Creation of a new subcommittee/search for new facility
 - d. Review of contract with Jim Ross
 - e. Roof was patched on February 8, 2024
 - f. Problems with heating has been currently resolved

B. PRINCIPAL:

Upcoming Events:

- Black History Classroom Activities
- Healthy Heart Activity Day: February 15, 2024 (during school hours)
- 3rd and 4th Grade Math Night: February 22, 2024, 6:00pm
- 500 Men and Women Reading Day: March 5th (during school hours)
- Kindergarten Reading Night: March 5th, 6:00pm. Guest Reader: Wanda Williams, Harrisburg City Mayor
- Family Engagement Night: March 14, 2024- come experience our school's social and emotional team building activities
- Special Education Night

ARP ESSER Health and Safety Plan- recommended revisions:

- Students' temperature will no longer be taken unless the student is presenting with symptoms
- The School will no longer continue pre-screening measures before entering the building

Partnerships: Capital Region Literacy Council

- Recognition of Joe Bedard, Board Chair, to serve as community member on the Steering Committee of the School's three-year comprehensive plan.

Mid-year report on progress towards Three-year Comprehensive Plan and Charter School goals:

- English Language Arts
- Math
- Science
- Office Referrals/PBIS

C. BY-LAWS AND POLICIES:

No meeting held

Next meeting is scheduled for March 7, 2024 at 5:30pm

D. Family Advisory Committee:

Meeting Held: February 8, 2024 at 4:00pm

E. PERSONNEL:

No meeting held.

Next meeting is scheduled for March 13, 2024 at 5:30pm

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 January 23, 2024 board meeting.

2. FISCAL ITEMS:

- Approve check numbers 2972-2993 and the listed ACH transactions for the month of January 2024.

3. PERSONNEL:

- To Accept the resignation of Anthony Taliani effective February 23, 2024

4. AGREEMENTS/CONTRACTS/POLICIES

- Approve the cancelation the NAI/Commercial Industrial Realty Company Standard Authorization to Represent with Jim Ross, Associate Broker effective February 20, 2024.
- Approve the recommendation to form a new special committee with the intended purpose to help the School locate a facility.
- Approve the revised Student Handbook and Code of Conduct
- Approve the revised ARP ESSER Health and Safety plan

To approve the 2nd reading of the following policies:

- Policy 4010: Purchases Subject to Bid Quotation
- Policy 4011: Purchases Budgeted
- Policy 4012: Purchases Not Budgeted
- Policy 6008: Food Services
- Policy 6028: Fraud

- Policy 2051: Students Experiencing Homelessness, in Foster Care and Experiencing Educational Instability

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

Motion:

Second:

Discussion:

Vote:

Result:

B. OLD BUSINESS

C. NEW BUSINESS:

- Proposed date for newly created Special Committee and committee members

VIII. ADJOURNMENT