

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, February 1, 2016

** The January 25, 2016 Board of Trustee Meeting was rescheduled to Monday, February 1, 2016 due to severe weather conditions.*

Present:

Chad Hotsko, Torrie Winder (arrived late), Yolanda Haywood, Samuel Giannelli, Tiffani Chambers, Laura Kurtz, Merita Marek, and Nancy Neusbaum were in attendance. J. Michael Troutman was absent. Timothy Hess, Lori Lauver, Sarah Fisher, Alfreada Woodyard were also in attendance.

Call to Order:

The meeting was called to order by Mr. Hotsko at 5:35 pm.

Approval of Agenda:

A motion was made to approve the agenda, by Mr. Giannelli. It was seconded by Mrs. Chambers. The motion was approved 7-0.

Public Comment Period:

There were no public comments, the meeting moved forward.

Staff Comment Period:

Mrs. Lauver reported that the STEM lab Ribbon-Cutting Ceremony is scheduled for Tuesday, February 9, 2016 at 6:00 PM and encouraged board members to attend. She also reported that she is currently working to assist the fourth grade team in developing rubrics to evaluate fourth grade science fair projects for the Science Fair in May. She is also coordinating a field trip for our fourth grade students to view the Central PA Science and Engineering Fair middle school and high school exhibits at Whitaker Center in late February.

Finance and Facilities Committee Report:

Mrs. Fisher reported that in December the Finance Committee met with auditors from SAGER, SWISHER AND COMPANY, LLP to review the 2014-2015 independent financial audit. She report that the audit was "clean" and recommended Board approval of the June 30, 2015 audited financial statements. Mrs. Fisher requested that approval unaudited of general fund financial statements for December 31, 2015 be added to the

meeting agenda. She also reported that the Tax Form 990 had been filed. It was also reported that the business manager is working with Steelton-Highspire School District to resolve unpaid tuition for the 2014-15 SY. The Pennsylvania Department of Education has informed Sylvan Heights that they will no longer be using the uni-pay system to collect unpaid tuition payments that extend beyond the current school and that such disputes should be handled between the School and individual School Districts.

Principal's Report:

Mr. Hess briefly reviewed his Principal's report. Additionally, he highlighted the upcoming STEM lab opening; the recent school visits by Chinese Exchange students; the Next Generation Science Standards (NGSS) Science Practices which are being implemented into the curriculum framework; the changes in the school calendar relating to school closings due to severe weather; ongoing efforts to compile a comprehensive board policy manual; the emptying and discontinuation of the off-site storage unit; and current enrollment statistics. Mrs. Merick reported outcomes of the recent and upcoming parent forums regarding the proposed Sexuality Education unit of the Health curriculum and presented the Board with an updated DRAFT version of this curriculum.

By-Laws and Policies:

The Homeless Policy was presented to approval.

Community Relations:

There being no report, the meeting moved forward.

Family Advisory Committee:

Mrs. Winder reported on the recent discussions of Family Advisory Committee regarding proposed Sexuality Education unit, fundraising efforts and preparations for fourth grade graduation ceremony.

Resource and Development:

There being no report, the meeting moved forward.

Personnel Committee:

Mr. Hotsko reported that Personnel Committee will be meeting to discuss the finalization of contracts.

President's Report:

Mr. Hotsko stated that he was excited about attendance to tonight's meeting and thanked Board Directors for their dedication. He reported that the Nominations

Committee is still attempting to recruit two Board Directors to fill the vacant parent representative and community representative seats.

Action items

A motion was made by Mrs. Marek to approve the amended consent calendar and was seconded by Mrs. Chambers. The motion was approved 8-0.

- Approve of the minutes of November 2015 Board Meeting
- Approve the check register #10344 through #10406, online bank checks with Substitute Teaching Service for #1006 through #1009, and listed ACH transactions.
- Approve of the June 30, 2015 audited financial statements.
- Approve the unaudited general fund financial statements for December 31, 2015.
- Ratify the reassignment of Ashely Roufos-Roberts from instructional assistant to second grade teacher.
- Ratify the hiring of Richard Overdorf as an instructional aide.
- Approve of the "Homeless Student Policy".

Old Business

There being no old business, the meeting moved forward.

New Business

There being no new business, the meeting moved forward.

Mr. Hotsko adjourned the meeting at 6:29 PM.