

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES

Joint Personnel and Finance Committee Meeting:

Attendees: Ed Jaroch, Andre Johnson, Margaret Burton Connors, Laura Kurtz, Susan Roth, and Lori Lauver

Meeting Date: May 13, 2019

Action Items Discussed:

- 1) Recommendation to conduct a Feasibility Study.
- 2) Approval of CAIU Initial Service Agreement, Stock and Leader Proposal for 2019-2020 School Year, and School Messenger.
- 3) Approval of pay rate of \$27.00 for Jessica Nordai and Alex Elbert for 2019 supplemental summer employment hours.
- 4) Employee Benefit Resolution- Further discussion to be scheduled with Auditor and Business Office for their input.
- 5) Review of Primero Edge Quote: recommendation to obtain additional quotes or verification Primero Edge as a single source product.

B. PRINCIPAL:

🚦 2018-2019 School Calendar:

- 1) Weather Emergency Make-up days:
 - June 3th, 4th and 5th. Students will dismiss on June 5th at 12:30.
- 2) 2019 Extended School Year (ESY) Calendar for Special Education Students
 - June 10th - 13th; 17th - 20th; 24th - 27th
 - July 1st - 3rd.
 - Hours are from 9 until 11. Transportation will be provided.

🚦 2019-2020: Proposed School Calendar:

- 1) Four marking periods of 45 days each equaling 180 student days
- 2) No early dismissals/full-days only
- 3) Four (4) Emergency Make-up days built into the calendar
- 4) Ten (10) Act 80 Professional Development days for staff
- 5) Color-coded for easy readability.
- 6) PSSA Testing window clearly marked- Educational trips will not be approved during for PSSA testing students during the PSSA testing window.

- ✚ TMI Emergency Preparedness May 7, 2019 Exercise:
 - 1) Renewed Memorandum of Understanding with Camp Curtain YMCA for Sheltering and Mass Care
 - 2) FEMA Region 3 Radiological Emergency Preparedness Post Exercise Critique: Sylvan Heights Science Charter School- No Findings.

- ✚ Federal Program and Fiscal Monitoring for Title I, II and IV: May 16, 2019 Federal Monitoring Visit Results:
 - 1) Program Monitoring- 2 corrective action items.
 - 2) Fiscal Monitoring- all items met requirements (no corrective action).

- ✚ PowerSchool Kick Off: Our Sylvan Heights domain name has been approved and we have begun working with our project manager. Data will be integrated by mid-June.

- ✚ Sylvan Heights' Happenings:
 - Arts and Information night was held on May 9, 2019. Student art work was on display and students demonstrated their musical talents. Information was provided on Safe2Say, Special Education and other community resources. Approximately 52% of our families attended this event.
 - Parent and Family Engagement Survey: 59% of our families have completed this survey so far.

- ✚ Upcoming Events:
 - School-Wide Family Science Night, May 23, 2019 at 6:00
Science Night will provide opportunities for our fourth grade students to engage SHSCS families in attendance to use materials to answer the question posed at each station. The fourth grade students worked in teams to choose a STEM topic that was covered during the school year, research the topic, create a display board to engage the visitors, and prepare "talking points" culminating in facilitating a hands-on learning experience for our families.
 - Chorus Play: *The Cheese Stands Alone*- May 28 2019 at 5:00.
 - 4th Grade Graduation: May 30' 2019 at 6:00 at the State Museum. Parking is free after 5:00.
 - Parent and Family Engagement Discussion: June 4, 2019 at 5:30. Childcare provided.

- ✚ Stem Updates: Many of our students have been taking part in curriculum-aligned field experiences during the month of May.
 - Fourth grade participated in the 2019 Hurricane Preparedness Tour at Harrisburg International Airport. Selection for participation was competitive Ana's limited to students in grades 4-8 in Central PA. The event was organized by the National Weather Service and NOAA and featured USAF and NOAA aircraft used to monitor and assess hurricane weather patterns, emergency preparedness agencies (local, state, and federal, and career awareness

opportunities (complemented earth and physical science science units across multiple grade levels).

- Our third grade students visited the Oakes Museum at Messiah College where they observed the release of our Trout in the Classroom brook trout, identified macro invertebrates caught in the Yellow Breeches Creek using a dichotomous key, visited the North American and African animal galleries within the museum, and used knowledge gained from the gallery programs to identify PA native animal skulls. Students will build on these experiences while identifying and examining the function of structures and observing behavior of an organism to further understand the role of certain physical structures in the organism's ability to survive.
- Kindergarten classes visited Wildwood Park where they went on a guided wetland hike, explored the Olewine Nature Center, and learned about animals who make their home in wetlands. The kindergarten classes will visit Paulus Farms in Mechanicsburg later this week to learn about the plants and animals that are raised on farms and how they differ from those found elsewhere.

(Note: A conscious decision was made to schedule first and second grades to visit Hershey Gardens in the fall when there was more of the garden to observe as opposed to visiting in the spring months as had been scheduled in past years.)

Committee Updates:

- 1) Safety Committee: We will be meeting with an architect in the near future to aid in the development of a prioritized list of facility improvements in both the short and long term. Several maintenance issues have been addressed and others are scheduled to be addressed at the conclusion of the school year.
- 2) Family Wellness and Community Connections Committee: Please see the May Newsletter.
- 3) PBIS Tier 1 and Tier 2 Committee Meetings: Ms. Nordai, Ms. Hillmuth and Mr. Stevens attended the Annual PBIS Implementer's Forum. Attendees gained ideas on how to strengthen our PBIS programs for the 2019-2020 school year and to raise funds for supplemental programs. Sylvan Heights received the PBIS Fidelity Award for the 2018-2019 school year for Tiers 1 and 2.

C. BY-LAWS AND POLICIES

Meeting Date: Tuesday, May 14, 2019

Attendees: Susan Roth, Marita Merek and Elizabeth Duvall

Summary of Action Items Discussed:

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.

- 1) Recommendation of Child Abuse Policy for second reading.
- 2) Proposed Diabetes Policy- Currently under review by Sylvan Heights School Nurse.
- 3) Review of Parent and Family Engagement Policy 918.
- 4) Recommendation for first reading of the Uniform and School Attire Policy 221- note expansion of allowable school colors for uniforms.

D. Family Advisory Committee:

The *Sylvan Heights Got Talent Family Showcase* was held on May 17, 2019 at Foose Elementary School.

The FAC will be sponsoring the Scholastic Book Fair on Wednesday, May 22nd until May 24th.

E. PERSONNEL

Meeting Date: May 13th: Joint Finance and Personnel Committee meeting. Attendees: Ed Jaroch, Andre Johnson, Margaret Burton Conners, Laura Kurtz, Susan Roth, and Lori Lauver

See meeting notes above under Finance Committee.

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

- a) Approve the minutes of the April 2019 meeting.

2. FISCAL ITEMS:

- a) Approval of check number 1069; 1101; 1111 through 1119; 1121 through 1141; 1143 through 1144; 1146 through 1148; 1151 and the listed ACH transactions for the Month of April.
- b) Recommendations from the Finance Committee:
 - Approval of CAIU Initial Service Agreement, \$188,467.00.
 - Approval Stock and Leader Proposal for 2019-2020 School Year.
 - Approval of School Messenger for \$2,000 (annual rate plus one-time set up fee).

3. PERSONNEL:

- a) Correction to the effective date of hire from April 16, 2019 to May 6, 2019 for the hiring of Kelly Cropper, to the full-time position of Building Substitute Teacher with an annual salary of \$31,743.
- b) Approval of the hourly rate of \$27 per hour for Jessica Nordai, summer 2019, for additional contracted hours for PowerSchool, PIMS, Safe Crisis Instructor Training, and other related services.
- c) Approval of the hourly rate of \$27 per hour for Alex Elbert for ESY Special Education Teacher: June 10, 2019 until July 3, 2019.
- d) Accept the resignation of board member, Torrie Winder, as of May 10, 2019.
- e) Accept the resignation of board member, Tracy Jennings as of May 20, 2019.

4. AGREEMENTS/CONTRACTS/POLICIES

- a) Approve the recommended changes to the Child Abuse Policy Number 806 final reading.
- b) Approve of the first reading of Uniform and School Attire Policy Number 221.
- c) Approve the Agreement between Sylvan Heights Science Charter School Memorandum of Understanding with Camp Curtain YMCA for Sheltering and Mass Care effective May 6, 2019.
- d) Approve the removal of Thomas Hanshaw, School Psychologist, from the Sylvan Heights approved vendor list.
- e) Approval of the CAIU Agreement for School-Age Special Education Services for the 2019-2020 school year.

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

Motion:

Second:

Discussion:

Vote:

Result:

B. OLD BUSINESS

C. NEW BUSINESS

Approve the 2019-2020 School Year Calendar.

VIII. ADJOURNMENT

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.

BOARD OF TRUSTEE MEETINGS

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

Monday, January 28, 2019
Monday, February 25, 2019
Monday, March 18, 2019
Monday, April 15, 2019
Monday, May 20, 2019
Monday, June 17, 2019

*Meetings are open to the public and will be held at
Sylvan Heights Science Charter School, 915 South 13th Street, Harrisburg, PA 17104*
In accordance with Act 84 of 1986, (The Sunshine Act) 65PS279 public notice is hereby
given

BOARD OF TRUSTEE COMMITTEE MEETINGS

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

Thursday, February 7, 2019
Thursday, April 4, 2019
Thursday, June 6, 2019

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

Tuesday, January 15, 2019
Tuesday, March 12, 2019
Tuesday, April 9, 2019
Tuesday, May 14, 2019

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

Tuesday, February 12, 2019
Thursday, April 11, 2019
Thursday, June 13, 2019

*These meetings are open to the public and will be held at
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