

Agenda

SHSCS BOARD OF TRUSTEES June 2020 Meeting

June 22, 2020
5:30 PM-6:30 PM

Sylvan Heights Science Charter School

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE 5:30

II. ATTENDANCE

Board of Trustees	Present	Absent	Late
Laura Kurtz, President			
Ed Jaroch, Vice President			
Elizabeth DuVall, Secretary			
Andre Johnston, Treasurer			
Lyndsay Bryce			
Amechie Walker			
Margaret Burton Connors			
Nancy Neusbaum			
Merita Marek			
, Teacher (non-voting)			
, 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 agenda is submitted for Board approval.

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:

Meeting Date: June 8, 2020 of the SHSCS Finance and Facilities Committee Meeting

Attendees: Ed Jaroch, Andre Johnston, Lori Lauver and Melena Overdorf; Jessica Nordai, and Susan Roth

Subcommittee discussions: Further discussion of the revised 2020-2021 budget; the pros/cons of single –sign on systems such as ClassLink, and migrating to Office 365 through IU 13.

B. PRINCIPAL:

- 1) Phased School Reopening Health and Safety Plan for the 2020-2021 school year.
 - a. Creation of Pandemic Coordinator/team.
 - b. Proposed Blended reopening that balances in-person learning and remote learning for all students.
- 2) 2020-2021 Proposed School Calendar, including scheduled Board of Trustee Meetings and subcommittee meetings.
- 3) English Language Learners Extended School Year: EL services will be offered remotely to qualifying students on June 8- 11th, 15th-18th, June 22nd -25th, June 29th -30th; July 1st and 2nd 2020.
- 4) 2020 summer office hours: Monday – Thursday 8:00- 2:00; closed Fridays. Note: The school will continue to follow all PDE and CDC COVID-19 guidelines as they pertain to public access of the building and school operations.
- 5) Parent Engagement and School Climate Results
- 6) Proposed Cleaning Contract with Coverall Health Based Cleaning System for daily, weekly and emergency cleaning:
 - a. One Time Service/Special Agreement (emergency deep clean): \$4,322.00
 - b. 1 time per week cleaning services during temporary school closure: \$957.00 per month
 - c. Daily cleaning service: \$3,130.00 per month (starting August 1, 2020)
- 7) Lease Agreement of new copier- with added security features:
 - a. DeLage Landen- Lease Agreement for \$391.00 per month for 48 months
 - b. Capital Business Systems- provides equipment, maintenance and supplies of leased machine.
 - i. Cost for black and white copies per page- .0065
 - ii. Cost for color copies per page- .065

C. BY-LAWS AND POLICIES

No meeting held.

D. Family Advisory Committee:

No meeting held

E. PERSONNEL

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 May 2020 meeting minutes

2. FISCAL ITEMS:

- Approval of check numbers 1554, 1565,1570,1572-1583,1585-1589,1591,and 1593 and the listed ACH transactions for the month of May 2020.
- Approval of the 2020-2021 school year budget.
- Approval of Sager, Swisher and Co for audit of financial records and preparation of form 990 in the amount of \$9,250.
- Approval of Project Proposal for H.B. McClure to replace heat exchanger for carrier RTU #4, including the heat exchanger, safeties, limits and ignition controls.
- Approval of Coverall Health-Based Cleaning System to provide the following services dependent on recommended CDC and PDE guidelines:
 - Emergency Deep Cleaning: \$4,322.00
 - 1 time per week cleaning (temporary during COVID-19 school closures
 - Daily cleaning beginning August 1, 2020: \$3,130.00 per month
- Approval of De Lage Landen Financial Services, Inc. Lease Agreement for 48 months at \$391.00 per month

- Approval of Capital Business Systems Equipment Maintenance and Supply Agreement for a cost of .0065 per page for black and white copies and .065 per page for color copies.

3. PERSONNEL:

- Approval of the newly created Coordinator of Pupil Services Job description.
- Approval of hiring of Jessica Nordai for the 12 month position of Coordinator of Pupil Services for a salary of \$56,000 starting June 8, 2020.
- Approve of the hiring of Rebecca Doty as EL Teacher for \$50.00 per day for 16 days from June 8, 2020 until July 2, 2020.
- Approve of the hiring of Kelly Cropper as ESY Teacher for \$50.00 per day for 16 days from June 8, 2020 until July 2, 2020.
- Approve the supplemental stipend for Melena Overdorf for the position of Pandemic Coordinator of \$25.00 per hour for a maximum of 40 hours.
- Approval of the elimination of the full-time substitute teaching position.

4. AGREEMENTS/CONTRACTS/POLICIES

- 1st Reading of Behavior Support Policy 113.2
- 2nd Reading of the Parent and Family Engagement Policy 918
- Approval of the Phased School Reopening Health and Safety Plan for the 2020-2021 school year.
- Approval of the 2020-2021 School Calendar.

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

Motion:

Second:

Discussion:

Vote:

Result:

B. OLD BUSINESS

C. NEW BUSINESS

VIII. ADJOURNMENT

BOARD OF TRUSTEE MEETINGS

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

Monday, July 20, 2020
Monday, August 17, 2020
Monday, September 21, 2020
Monday, October 19, 2020
Monday, November 16, 2020
Monday, December 21, 2020
Monday, January 25, 2021
Monday, February 22, 2021
Monday, March 22, 2021
Monday, April 19, 2021
Monday, May, 17, 2021
Monday, June 21, 2021

BOARD OF TRUSTEE COMMITTEE MEETINGS

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

Monday, September 14, 2020
Monday, November 9, 2020
Monday, February 7, 2021
Monday, April 12, 2021
Monday, June 7, 2021

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

Thursday, July 9, 2020 (joint with Personnel Committee)
Thursday, August 6, 2020
Thursday, January 14, 2021

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

Thursday, July 9, 2020 (joint with By-Laws & Policy Committee)
Wednesday, October 7, 2020
Wednesday, March 10, 2021

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 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,

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.

Attendance at Meetings via Electronic Communications or our school's website at www.shscs.org for more information.

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