

# Agenda

## SHSCS BOARD OF TRUSTEES

February 22, 2021 Meeting

February 22, 2021

5:30 PM-6:30 PM

Sylvan Heights Science Charter School

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### 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
Ed Jaroch, President			
Margaret Burton Conners, Vice President			
Merita Marek, Secretary			
Andre Johnston, Treasurer (non-voting)			
Lyndsay Bryce			
Amechie Walker			
Debra Simpson-Buchanan			
Nicole Marshall			
Laura Kurtz, former president			
Lori Lauver, Teacher (non-voting)			
Jess Nordai, 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 –**

Erica Monroe was formally introduced to the Board as a candidate for Board membership, Parent Representative Board Director.

## **V. COMMENT PERIOD**

### **A. Public**

### **B. Staff**

## **VI. REPORTS**

### **A. FINANCE AND FACILITIES:**

Meeting Held: February 8, 2021 at 6:00 PM

Attendees: Ed Jaroch, Andre Johnston, Susan Roth, Lori Lauver, Jess Nordai, Melena Overdorf; Kelley Lorenzetti, CPA of Diana M. Reed & Associates; and Alissa Harrison, CPA and Mike Reineer, CPA of Sager, Swisher and Company, LLP.

Meeting Summary: The meeting was held to review the School's Financial Statements with Supplemental Information year end, June 30, 2020. The accountants from Sager, Swisher and Company reported no findings.

### **B. PRINCIPAL:**

- Updates/revisions due to COVID-19:
  - January 7, 2020, the Pennsylvania Department of Health and the Pennsylvania Department of Education revised their previous recommendation for school's within counties experiencing substantial level of COVID to provide for a full remote learning model. These Departments now recommend public schools in counties with substantial transmission consider returning elementary school students to in-person instruction via the blended learning model.
  - As of Friday, February 19th, Dauphin County reported a weekly average of 8.2 % positivity, and 10.8% positivity for the previous 7 days. Dauphin County is currently in the substantial rate of transmission.

- Recommendation to resubmit Attestation Ensuring Implementation of Mitigation Efforts allowing for students to participate via in-person instruction due to parental request for students to return to in-person and the continued decline of COVID-19 across Pennsylvania.
- The Schools Phased Reopening Plan's recommended changes:
  - All for students with in the same grade level to play outside at the same time. Maximum student capacity equals 22 students.
  - Allowing for all students to return at least 2 days per week for in-person instruction.
- Pending Grants:
  - Elementary and Secondary School Emergency School Relief Fund (ESSER II) total allocation of \$640,990.00 over the next 2 school years (ending September 2023).
    - Administrative staff attended an informational session sponsored by the Pennsylvania Association of School Business Officials on February 12, 2021 on the Allowable Uses for ESSER II Funds
  - Continuity of Education Grant (GEER) total allocation: \$10,375.00
    - Funds will be used to purchase 95% Reading Group curriculum at the start of the 2021-2022 school year to help mitigate learning losses due to COVID-19.
  - Resolution: Electronic Signatory
    - Purpose: To authorize Susan Roth, Principal/CAO to be authorized and directed to sign any and all contracts, agreements, grants and/licenses with the Pennsylvania Department of Education via the use of electronic signatures so that no handwritten signatures shall be required.
- Mid-marking period progress reports will be mailed the week of March 1, 2021.
- Tuesday, February 23, 2021, at 6:00, author, Rita Lorraine Hubbard, will read her book, *The Oldest Student: How Mary Walker Learned to Read*. The link to attend this virtual event can be found on the school's website at [www.shscs.org](http://www.shscs.org).

### **C. BY-LAWS AND POLICIES:**

Meeting Held: February 18, 2021

Attendees: Debra Simpson-Buchanan, Merita Marek, Ed Jaroch, Susan Roth, Marty Stevens, Jess Nordai, Melena Overdorf, and Leigh Dalton, Stock and Leader.

Meeting Summary: The Committee Reviewed the 2020-2021 Sylvan Heights Science Charter School-wide Handbook & Student Code of Conduct, and policies for a 1<sup>st</sup> Reading. Recommendation to contact Bent Creek Services for information on their services pertaining to the development and maintenance of policies.

**D. Family Advisory Committee:**

No meeting held

**E. PERSONNEL:**

No meeting held

**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 January 25, 2021 Board of Trustees Meeting

**2. FISCAL ITEMS:**

- Approval of check numbers 1817, 1821, 1832, 1842, 1844, 1849-1861; 1863-1869; 1873-1875 and the listed ACH transactions for the month of January 2021.
- Approve the School's Financial Statements with Supplemental Information year end, June 30, 2020.

**3. PERSONNEL:**

None

#### 4. AGREEMENTS/CONTRACTS/POLICIES

- To approve the revised Phased School Reopening Health and Safety Plan effective March 1, 2021.
- To approve the revised Pennsylvania Department of Health/Department of Education Attestation Ensuring Implementation of Mitigation Efforts allowing in-person instruction while Dauphin County is in the substantial rate of COVID transmission.
- To approve the Resolution allowing Susan Roth, Principal/CAO to have electronic signatory authority of all contracts, agreements, grants and/licenses with the Pennsylvania Department of Education.
- To approve the first reading of the 2020-2021 Sylvan Heights Science Charter School-wide Handbook & Student Code of Conduct.
- To approve the first reading of the following policies:
  - Policy 105.1 Curriculum Review by Parents and Students
  - Policy 105.2 Exemption from Instruction
  - Policy 138 Language Instruction Education Program for English Learners
  - Policy 626.1 Travel Reimbursement- Federal Programs

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

Motion:

Second:

Discussion:

Vote:

Result:

#### **B. OLD BUSINESS:**

- Board Training is scheduled for March 1<sup>st</sup> and will be provided by Stock and Leader.

#### **C. NEW BUSINESS**

- Elect Erica Monroe, parent representative, to serve a three year term as Board Director.

### 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, 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, January 11, 2021  
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 (canceled)  
Thursday, February 18, 2021 (rescheduled from January)  
Thursday, June 17, 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](mailto:publiccomment@shscs.org), phone the school directly at 717-232-9220 or mail their request to Sylvan Heights Science Charter School, 915 S. 13<sup>th</sup> Street, Harrisburg, Pa 17104 for access to the meeting. Please reference Board Policy 006.1, Attendance at Meetings via Electronic Communications or our school's website at [www.shscs.org](http://www.shscs.org) for more information.*

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