

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

August 15, 2022
5:30 PM-6:30 PM

Sylvan Heights Science Charter School

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ATTENDANCE

Board of Trustees	Present	Absent	Late
Ed Jaroch, President			
Margaret Burton Conners, Vice President			
Merita Marek, Secretary			
Chad Hotsko, Treasurer			
Lyndsay Bryce			
Amechie Walker			
Debra Simpson-Buchanan			
Nicole Marshall			
Erica Monroe			
Susan Roth, Principal/CAO (non-voting)			
Lori Lauver, Teacher (non-voting)			
Melena Overdorf, Teacher (non-voting)			

III. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

IV. COMMENT PERIOD

V. REPORTS

A. FINANCE AND FACILITIES:

Meeting held August 8, 2022 at 6:00

Next meeting schedule for August 29, 2022 at 6:00

B. PRINCIPAL:

- 1) Kindergarten Academy was a success!!
- 2) First day for students: August 24, 2022
 - a. Purchase of cafeteria tables
- 3) Food Service:
 - Food Service Agreement with the CAIU
 - Pennsylvania Department of Education Sponsor to Sponsor Agreement between Sylvan Heights Science Charter School (purchaser) and Central Dauphin School District for breakfast and lunch service
- 4) Personnel Handbook
 - Time off due to PTO and Bereavement
- 5) Student Handbook and Code of Conduct
 - a. Incorporates newly approved policies
 - b. Recommendation to increase shirt colors to any solid color.
- 6) Personnel Updates:
 - a. Hiring new staff for the 2022-2023 school year
 - i. Recommendation to use grant funds for retention bonuses to be dispersed at the end of the 2022-2023 school year
 1. Recommended amount: \$1,000.00 for certified staff and \$500.00 for support staff
 - ii. Recommendation to increase the starting salary to \$48,000.00 with a bachelors and \$49,000.00 with a masters.
 - b. Pupil Services Coordinator to move to the position Pupil Services Director
- 7) PCCD Mental Health and School Safety and Security grant application due 8/31/2022.

C. BY-LAWS AND POLICIES:

Meeting held August 4, 2022.

D. FAMILY ADVISORY COMMITTEE:

No meeting held.

E. PERSONNEL:

Meeting held August 10, 2022.

F. PRESIDENT:

VI. ITEMS FOR BOARD ACTION

A. CONSENT AGENDA

1. APPROVAL OF BOARD MINUTES:

- Approval of the minutes from the July 18, 2022 Board of Trustees Meeting.

2. FISCAL ITEMS:

- Approval of check numbers 2407-2438 and the listed ACH transactions for the month of July 2022.
- Approve the purchase of 5 lunch tables in the amount of \$9,175.00 through School Specialty.

3. PERSONNEL

- Approval of the following job descriptions: Pupil Services Director
- Accept the resignation of Shannon Hawkins effective July 31, 2022.
- Accept the resignation of Kameran Blair effective August 12, 2022.
- Approval of the Sylvan Heights Science Charter School Personnel Handbook

4. AGREEMENTS/CONTRACTS/POLICIES

- Approval of the Sylvan Heights Science Charter School Student Handbook and Code of Conduct for the 2022-2023 school year.
- Approval of the Pennsylvania Department of Education Sponsor to Sponsor Agreement between Sylvan Heights Science Charter School (purchaser) and Central Dauphin School District
- Agreement for Participation in Child Nutrition Programs between the Capital Area Intermediate Unit and Sylvan Heights Science Charter School
- 1st Reading of the following board policies
 - Policy 2021 Dress and Grooming

- 2nd Reading of the following board policies:
 - Policy 1021 Field Trips
 - Policy 2018.1 Weapons
 - Policy 2049 Bullying/Cyberbullying (revised)
 - Policy 4008 Bank Accounts
 - Policy 4009 Investment of Funds
 - Policy 4020 Fund Balance

B. OLD BUSINESS

C. NEW BUSINESS:

VII. ADJOURNMENT