

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

December 19, 2022
5:30 PM-6:30 PM

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 –

There are no guest speakers

IV. COMMENT PERIOD

V. REPORTS

A. FINANCE AND FACILITIES:

Meeting Held: December 5, 2022

Attendees: Ed Jaroch, Susan Roth; Lori Lauver; Renai Corson

Topics discussed: Staff bonuses, Charter School Capital advisors, fiscal policy 4026, and the Annual Financial Report.

B. Nominating Committee:

No meeting held

C. PRINCIPAL:

- Addressing school-wide social and emotional student needs as the result of COVID-19:
 - 1) Recommendation to contract with the Center for Responsive Classroom to provide staff consultation and training
 - *Note: Responsive Classroom* is an evidence-based approach to teaching and discipline that focuses on engaging academics, positive community, effective management, and developmental awareness.
 - 2) Utilizing the Morning Meeting Book:
 - The Morning Meeting Book was distributed to all staff members.
 - Staff are slated to participate in professional development on how to implement the Morning Meeting
 - *Note: The Responsive Classroom Morning Meeting* helps students build a strong sense of community, and sets them up for success socially and academically.
- English Language Learning Services:
 - Recommendation to contract with the CAIU to provide English Language Development (ELD) English as a Second Language (ESL) program for students limited in English proficiency. This service will supplement the services our school is currently providing our students.
- School Calendar:
 - 1st and 2nd Grade Reading Night was held on December 13th.
 - Flexible Instructional Day utilized on December 15, 2022.
 - 3rd and 4th Grade Reading Night that was scheduled for December 15th will be reschedule in January.
 - Early dismissal for all students on December 22nd at 12:30.
 - School building will be closed on 2:00pm on Thursday, December 22nd and will reopen January 3, 2023.

D. BY-LAWS AND POLICIES:

No meeting held

E. FAMILY ADVISORY COMMITTEE:

No meeting held.

F. PERSONNEL:

No meeting held.

G. PRESIDENT:

VI. ITEMS FOR BOARD ACTION

A. CONSENT AGENDA

1. APPROVAL OF BOARD MINUTES:

- Approval of the minutes from the November 21, 2022 Board of Trustees Meeting.

2. FISCAL ITEMS:

- Approval of check numbers 2519-2546 and the listed ACH transactions for the months of November 2022.
- To approve the Annual Financial Report Accuracy Certification Statement for fiscal year ended June 30, 2023.

3. PERSONNEL

- To approve the hiring of La'Keya McCraw, long-term substitute teacher, exempt classification status with a bachelor's degree.
- To accept the resignation of Cierra Ross, Instructional Assistant.
- Approval for all full-time employees hired on or before September 30, 2022, and who remain employed through to the end of December 2022, to receive a \$500.00 retention bonus on December 30, 2022 and for part-time employees to receive a \$200.00 retention bonus on December 30, 2022.

4. AGREEMENTS/CONTRACTS/POLICIES

- To approve the 1st reading of Policy 4026 Federal Fiscal Compliance.
- To approve the School Physician Agreement with Dr. Francis X. Brescia to provide school physician services for the 2022-2023 school year for a fee of \$1,200.00.
- To approve the Agreement with the CAIU to provide ELD and ESL services for the remainder of the 2022-2023 school year to supplement instruction.
- To approve the contract with the Center for Responsive Schools to provide consultation and training to the Sylvan Heights staff on March 10, 2023 in an amount of \$3,900.00.

B. OLD BUSINESS

C. NEW BUSINESS:

VII. ADJOURNMENT