

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

November 21, 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 Connors, 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: November 7, 2022

Attendees: Ed Jaroch, Chad Hotsko; Margaret Burton Conners; Susan Roth; Lori Lauver; Renai Corson

Topics discussed: Procurement cards, positive pay charges, interest bearing accounts, building fund account, and monetary employee incentives. Recommendation to further discuss with the School's financial advisor.

B. Nominating Committee:

No meeting held

C. PRINCIPAL:

- School visit and donation of books by the US Marines.
- Marking period 1 conferences were a huge success
- Update on charter renewal- All documents were submitted to Harrisburg School District on October 31, 2022; An official request was made to renew the charter; and to move to a larger facility beginning the 2024/2025 school year and to add 5th grade.

D. BY-LAWS AND POLICIES:

Meeting Held: November 3, 2022

Attendees: Merita Marek, Debra Simpson-Buchanan and Susan Roth

Topics discussed: Procedures for policy approval; review of policies undergoing 1st and 2nd readings.

E. FAMILY ADVISORY COMMITTEE:

No meeting held.

F. PERSONNEL:

Meeting Held: November 9, 2022

Attendees: Margaret Burton Conners, Susan Roth, Renai Corson

Topics discussed: Further discussion on monetary incentives for staff; development of a proposed timeline to review the current Personnel Handbook

G. PRESIDENT:

VI. ITEMS FOR BOARD ACTION

A. CONSENT AGENDA

1. APPROVAL OF BOARD MINUTES:

- Approval of the minutes from the October 17, 2022 Board of Trustees Meeting.

2. FISCAL ITEMS:

- Approval of check numbers 2471-2518 and the listed ACH transactions for the months of September and October 2022.

3. PERSONNEL

- To approve the hiring of Elma Jusic, Building Substitute, exempt employment status
- To accept the resignation of Chevelle May, 4th teacher; and Rebecca Doty, Reading Specialist

4. AGREEMENTS/CONTRACTS/POLICIES

- To approve the 2nd Reading of the following board policies:
 - Policy 0003: Functions
 - Policy 0006.1: Attendance at Meetings via Electronic Communications
 - Policy 7006 Public Complaint Procedures

B. OLD BUSINESS

C. NEW BUSINESS:

VII. ADJOURNMENT