

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, April 17, 2023

Call to Order

The meeting was called to order at 5:40 pm by Mr. Ed Jaroch. Following the Pledge of Allegiance, attendance of the board members was taken, and it was noted the meeting was being recorded.

Attendance (all members were in-person unless otherwise indicated):

Board members in attendance include Mr. Ed Jaroch, Mrs. Merita Marek, Mr. Chad Hotsko (virtual), Mrs. Deborah Simpson Buchanan, Mrs. Erica Monroe and Ms. Nicole Marshall. Mrs. Margaret Burton-Conners, Ms. Lyndsay Bryce, and Mr. Amechie Walker were absent. Staff present onsite included Mrs. Susan Roth (Principal/ CAO), Mrs. Melena Overdorf, Miss Renai Corson, Mr. Lucas Martire and Mr. Michael Furry.

Approval of Agenda:

It should be noted that public notice was given for this meeting in accordance with Act 84 of 1986. The preliminary draft agenda has been submitted to the Board for approval. Additionally, the preliminary draft agenda is also posted to the school's website at www.shscs.org at least 24 hours prior to the scheduled board meeting. The school will post the approved agenda on the next business day following the scheduled board meeting.

May I have a motion to approve the agenda?

Motion: Mrs. Merita Marek

Second: Mrs. Deborah Simpson Buchannan

Discussion: There being none, the meeting continued.

Vote: 6-0

Result: The motion passed.

Recognition of Guest and scheduled speakers

There being none the meeting continued.

Comment Period

- A. Public: There being no public comment, the meeting continued.
- B. Staff: We were joined by staff members Mr. Lucas Martire (grade 3 teacher) and Mr. Michael Furry (resource teacher)
 - Mr. Martire would like the board to consider revising the current handbook as it relates to student behaviors and consequences, to provide more options for the students to calm

down/take a break, and more options/resources for students with disruptive behaviors and mental health concerns.

- Mr. Martire feels that the board needs to be more involved in the school process. He invited Board Members to come in and visit his classroom anytime and get to know the students.
- Mr. Furry invited the board members to PSSA Breakfast on Saturday to get to know our students and staff.

Reports

Finance and Facilities Committee

It was reported that a meeting was held on April 3, 2023. In attendance were Ed Jaroch, Margaret Burton Conners, Lori Lauver and Susan Roth. The focus of this meeting was staff retention and growth in the number of long-term staff.

Nominating Committee

It was reported that no meeting was held. Board of Trustees members were reminded of the need to reach out to parents and community members interested in serving on the School's Board of Trustees.

Principal's Report

- Two successful field trips have been held; two more field trips are scheduled for May (May 14th and 24th)
- Big Smiles Mobile Dentist is scheduled to provide dental care to approximately 50 of our students on April 17th, 18th & 19th at our school building during school hours.
- PSSA Saturday will be held Saturday April 22 at 9:00 am. Third and fourth grade students have been invited to bring a parent/ guardian or other grown-up have breakfast and experience sample questions to prepare for PSSA testing.
- PSSA testing will take place between April 25 and May 7th.
- Grades K-2 Reading Night is scheduled for May 4th at 6:00 pm
- All follow-up information requested by the Harrisburg School District pertaining to charter renewal was submitted on April 10th.
- The School's water was tested for lead on April 5, 2023. Water samples were pulled from the STEM Lab, staff kitchen, Nurse's office and prep kitchen. The water was tested by ALS Environmental Laboratory in Middletown. All samples were determined to be lead-free.

Conferences:

- Jessica Nordai attended the Neuro-Affirming Education in our schools hearing on Friday April 14, 2023.
 - Senator Lindsey Williams and Representative Jessica Benham, along with Chairs Muth and Bizzarro, held a joint policy hearing on neurodiversity-affirming education. The hearing raised awareness for the need to create public schools that were affirming, inclusive and safe for neurodivergent students.
- K-2 Sylvan Heights staff participated in Phonemic Awareness training presented by Heggerty training consult on April 5, 2023
- Third and fourth grade staff participated in PSSA test administration training on April 5, 2023

By-Laws and Policies

It was reported that no meeting was held. The next meeting will be held on May 4th, 2023.

Family Advisory Committee:

No meeting held.

Personnel Committee

Next meeting will be April 12th. In May we will be talking about revising items in the personnel handbook.

President

Mr. Jaroch made the board aware of news sources pertaining to school improvement information.

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 March 20, 2023 Board of Trustees Meeting.

2. FISCAL ITEMS

- Approval of the check numbers 2636-2665 and listed transactions for the months of March 2023.

3. PERSONNEL

- Approve the hiring of Frances Lindsay, part-time substitute for the remainder of the 2022-2023 School year.
- To approve promotion of Jessica Nordai from Pupil Services Director to Assistant Principal

4. AGREEMENTS/CONTRACTS/POLICIES

- Approve the contract for Professional Development Webinar with Heggerty in the amount of \$850.00

Approval of Consent Calendar

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

Motion: Mrs. Deborah Simpson Buchanan

Second: Mrs. Merita Marek

Discussion: None

Roll Call Vote

Mr. Ed Jaroch- yes

Mrs. Merita Marek- yes

Mr. Chad Hosko-yes

Mrs. Debra Simpson Buchanan-yes

Ms. Nicole Marshall - yes

Mrs. Erica Monroe-yes

Vote: 6-0

Result: Motion passed

Old Business

There being none, the meeting continued.

New Business

- This summer we will be working on the School's Comprehensive Plan. We are seeking volunteers to join the School's comprehensive planning committee to include parents, teachers, and Board Members. This will be a three-year plan and is due September 1, 2023.
- We are currently in the process of reviewing additional curriculum resources as Engage NY is no longer fully supported. We will need to purchase ELA and Social Studies to meet student needs and will provide opportunities for review/ input from parents and teachers prior to purchase.
- The School currently has received enough applications to fill our kindergarten classes for the 2023-2024 School Year. We also have students on our wait list to fill current open seats in other grades for the 2023-2024 School Year.

Adjournment:

The next Board of Trustees meeting will be held on Monday May 15, 2023 at 5:30 pm.

The meeting was adjourned at 6:16 pm by Ed Jaroch.