

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

March 19, 2024

6:00 – 7:00 pm

Sylvan Heights Science Charter School

915 S. 13th Street

Harrisburg, PA 17104

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
Erica Monroe, President			
Amechie Walker, Vice President			
Margaret Stone Burton, Secretary			
Chad Hotsko, Treasurer			
Debra Simpson-Buchanan			
Nicole Marshall			
Ed Jaroch, Immediate Past President			
Susan Roth, Principal/CAO (non-voting)			
Jess Nordai, Assistant Principal (non-voting)			
Lori Lauver, Teacher (non-voting)			

III. APPROVAL OF AGENDA

May I have a motion to approve the agenda?

Motion:

Second:

Discussion:

Vote:

Result:

IV. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

No scheduled guest speakers

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES:

Meeting Held: February 4, 2024 at 6:00pm

Attendees: Erica Monroe (virtual), Chad Hotsko (Virtual) Susan Roth, Jessica Nordai,

Topics Discussed:

- Discussion of the tour of the church
- Recommendation to hold an executive session to discuss in further detail with the entire board

B. PRINCIPAL:

Upcoming Events:

- The M/W 3rd Grade Afterschool SEL Club, and 4th Grade Book Club began on March 18th and is slated to run through May 22nd
- Spring Picture Day: Wednesday, March 20th
- Family Engagement Night: Rescheduled for March 26, 2024 at 6:00pm- come experience our school's social and emotional team building activities from the Second Step Out-of-School-Time program
- Half-day for all students on March 27th:
 - PBIS Student Celebration (during school hours)
 - PSSA professional development for all staff
- School building to be closed March, 27th and reopening April 2nd
- 3rd and 4th Grade PSSA School Breakfast and Prep Day: April 13th

Federal Programs Mid-year adjustments:

- Title I- Improving Basic Programs- reduction in funds of \$7,497.00
- Title II- Part A- Supporting Effective Instruction – reduction in funds of \$471.00
- Title IV- Student Support and Academic Enrichment – no reduction in funds

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.

- Mid-year Federal Program adjustments have been placed on the next Title 1 Family Engagement Meeting slated for May 14th at 1:15 (hybrid session).

C. BY-LAWS AND POLICIES:

No meeting held

D. Family Advisory Committee:

No meeting held

E. PERSONNEL:

Meeting Held: March 13, 2024 at 5:30 pm

Attendees: Erica Monroe, Margaret Stone Burton, Susan Roth and Jessica Nordai,

Topics Discussed:

- Employee list with current funding source
- Personnel Handbook
- Exit Interview Policy
- Medical Benefits election form
- Susan Roth's Contract

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 February 20, 2024 board meeting.

2. FISCAL ITEMS:

- Approve check numbers 2994 - 3025 and the listed ACH transactions for the month of February 2024.

3. PERSONNEL:

- To accept the retirement of Beth Collman effective March 20, 2024

4. AGREEMENTS/CONTRACTS/POLICIES

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

Motion:

Second:

Discussion:

Vote:

Result:

B. OLD BUSINESS

C. NEW BUSINESS:

VIII. ADJOURNMENT