

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, April 17, 2017

Present:

Torrie Winder (arriving late), Laura Kurtz, Yolanda Haywood, J. Michael Troutman, Andre Johnston, Merita Marek, and Nancy Neusbaum were present. Carol Chase, Elizabeth DuVall, Chad Hotsko, Charles Kern and Shalla Miller were absent. Timothy Hess, Lori Lauver, Kristen Loy and Janet Witmer were also in attendance.

Call to Order:

The meeting was called to order by Dr. Kurtz at 5:41 pm in the tardiness of the Board President.

Approval of Agenda:

A motion was made to approve the agenda, by Mrs. Marek. It was seconded by Mrs. Winder. The motion was approved 7-0.

Public Comment Period:

There were no public comments.

Staff Comment Period:

There were no staff comments.

Finance and Facilities Committee Report:

Mr. Troutman reported that the finance committee met on April 11, 2017 and overall, performance is in line with budget. The Finance Committee will meet on Tuesday, May 9, 2017 at 6:00 PM to prepare the 2017-18 operating budget.

Principal's Report:

Mr. Hess reported on the status of PSSA testing as well as an update on the Administrative Review (National School Lunch Program) that was conducted in December. He reported on the TMI Preparedness drill that was held on April 11, 2017, Teach a Child to Save Day with representatives of Centric Bank on Friday, April 28, 2017, the status of the Civil Rights Report, and the status of trash removal service transition. Mr. Hess reminded Board Directors of the necessity to complete Statements

of Financial Interest forms by the May 1st deadline. Mr. Hess also provided updated enrollment statistics.

By-Laws and Policies:

There being no report, the meeting moved forward.

Family Advisory Committee:

There being no report, the meeting moved forward.

Personnel Committee:

There being no report, the meeting moved forward.

President's Report:

There being no report, the meeting moved forward.

Action items

A motion was made by Mr. Troutman to approve the consent calendar. It was seconded by Mrs. Neusbaum. The motion was approved 7-0.

- Approve of the Minutes of March 2017 meeting.
- Approve the check register #10923 through # 10941 and #10957 through 10971 and listed ACH transactions.
- Approve of the 2017-18 school year calendar.
- Approve of the schedule for Board of Trustee meetings for the 2017-18 school year, in accordance with Act 84 of 1986, (The Sunshine Act) 65PS279.
- Approve of the special education service agreement with the Capital Area Intermediate Unit for the 2017-18 school year.
- Approve of the proposal from Citizen's bank to obtain fraud protection services as outlined in the Pro Forma presented by the Bank.

Old Business

Mrs. Marek made a motion to approve the removal of Charles Kern as Board Director for non-attendance at Board meetings since his nomination with the understanding that upon attendance at a future Board meeting he will be re-nominated to the Board of Trustees. It was seconded by Mrs. Winder. The motion was approved 7-0.

New Business

There being no discussion of new business, the meeting moved forward.

Dr. Kurtz adjourned the meeting at 6:20 PM.