

# **SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL**

## **Board of Trustees Meeting Minutes**

**Monday, August 20, 2018**

### **Present:**

Merita Marek, Andre Johnston, Elizabeth DuVall, Ed Jaroch, Tracey Jennings, and Nancy Neusbaum were present. Torrie Winder (phone), Laura Kurtz, Carol Chase, and Shalla Miller were absent. Timothy Hess, Brooke Say (Solicitor), Maria Kennison (School Law Associate, Stock & Leader), Diane Frampton (Teacher), Rebecca Doty (Teacher), Stacy Erdman (Teacher) and Mrs. Lauver (STEM Coordinator) were also in attendance.

### **Call to Order:**

The meeting was called to order by Mrs. Marek at 5:39 pm.

### **Recognition of Guest and Scheduled Speakers:**

New teachers, Diane Frampton, Rebecca Doty and, Stacy Erdman were introduced to the Board.

### **Approval of Agenda:**

Mrs. Neusbaum made a motion to approve the agenda. It was seconded by Mr. Johnston. The motion was approved 6-0.

### **Public Comment Period:**

There were no public comments, the meeting moved forward.

### **Staff Comment Period:**

Mrs. Lauver expressed her gratitude to the Board for sponsorship to the National Science Teachers Association Expo in June. She stated that networking opportunities and ideas gained from the experience will most certainly assist her in carrying out her duties to advance the School's STEM initiatives.

### **Finance and Facilities Committee Report:**

There being no report, the meeting moved forward.

### **Principal's Report:**

Mr. Hess summarized staff professional development activities from the week of August 13-17, 2018. Mr. Hess reported that all staff participated in Safety Care Behavioral

Safety Training to further develop staff understanding of challenging behavior and to provide strategies for incident prevention and minimization. Half of staff participated in Pediatric First Aid training, which is provided for all staff every two years. Our consultant from the Intermediate Unit provided training for instructional staff relating to student engagement. Instructional staff also participated in a STEM overview training presented by our STEM Coordinator.

### **By-Laws and Policies:**

It was noted that the By-Laws and Policies Committee will be meeting in September. There being no report, the meeting moved forward.

### **Family Advisory Committee:**

Mr. Hess reported that the Family Advisory Committee provided a presence on Back-to-School Night to foster new relationships with parents.

### **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 Mrs. Neusbaum to approve the consent calendar. It was seconded by Mr. Jaroch. The motion was approved 6-0.

- Approve the minutes of July 2018 meeting.
- Approve the check register #865 through #881 and listed ACH transactions.
- Ratify the hiring of Richard Overdorf as a Teacher effective August 13, 2018 with an annual salary of \$39,287.
- Ratify the hiring of Diane Frampton as a Teacher effective August 13, 2018 with an annual salary of \$45,559.
- Ratify the hiring of Jessica Melhorn as an Instructional Assistant effective August 13, 2018 with an annual salary of \$24,145.
- Ratify the hiring of Rebecca Doty as a Teacher effective August 13, 2018 with an annual salary of \$40,995.

- Ratify the hiring of Stacy Erdman as a Teacher effective August 13, 2018 with an annual salary of \$48,230.
- Accept the resignation of Mary Anderson, teacher, effective July 31, 2018.
- Accept the resignation of Kristen Loy, teacher, effective August 10, 2018.
- Accept the resignation of Joliene Karp, teacher, effective August 10, 2018.
- Approve the Memorandum of Understanding with the Capital Area Intermediate Unit Title III Consortium.
- Approve the contract with Central Dauphin School District to prepare and deliver daily school breakfasts and lunches for the 2018-19 school year at a cost of \$2.00 per breakfast and \$3.00 per lunch.
- Approve the updated Memorandum of Understanding with Big Smiles Pennsylvania P.C. regarding family dentist and school dentist services.
- Approve the proposal with H.B. McClure to install a mop sink in the Janitor's Closet at the cost of \$1,702.

### **Old Business**

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

### **New Business**

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

Mrs. Marek adjourned the meeting at 5:53 PM.