

# SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

## Board of Trustees Meeting Minutes

Monday, February 27, 2017

### **Present:**

Torrie Winder, Laura Kurtz, Yolanda Haywood, J. Michael Troutman, Carol Chase, , Andre Johnston, Chad Hotsko (arrived late), and Nancy Neusbaum. Elizabeth DuVall, Merita Marek, and Charles Kern were absent. Timothy Hess and Lori Lauver were also in attendance. Attorneys Leigh Dalton and Timothy McHugh were present, representing Stock and Leader.

### **Call to Order:**

The meeting was called to order by Mrs. Winder at 6:08 pm.

### **Approval of Agenda:**

A motion was made to approve the agenda, by Mr. Troutman. It was seconded by Mrs. Neusbaum. 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 on the recent Finance and Facilities committee meeting held on February 16, 2017. He indicated that expenses and revenues were generally within budget projections. He reported that the Committee will continue to monitor expenses and consider whether changes need to be made related to the threshold of the school's depreciation policy.

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

Mr. Hess reported on recent Staff Professional Development sessions and current enrollment statistics.

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

The By-Laws and Policy Committee met on January 10, 2017 at 5:30 PM. Mr. Hess reviewed revisions to the attendance policy in response to guidance from the Solicitor. Mr. Hess also reviewed the contents of the Memorandums of Understanding with the Salvation Army and Dauphin County Social Services for Children and Youth. The Committee's next meeting is scheduled for March 14, 2017.

#### **Family Advisory Committee:**

Mr. Hess reported that the Family Advisory Committee is organizing a Community Resource day on March 4, 2017 in collaboration with the Health and Wellness Committee.

#### **Personnel Committee:**

The Personnel Committee will meet on April 10, 2017. The committee will continue reviewing the personnel policies at this meeting.

#### **President's Report:**

There being no report, the meeting moved forward.

#### **Action items**

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

- Approve of the Minutes of January 2017 meeting.
- Approve the check register #10855 through # 10898 and listed ACH transactions.
- Approve a settlement agreement and release between the Board and an employee of the School.
- Approve the revised student attendance policy.
- Approve of the Memorandum of Understanding between The Salvation Army Bridging the Gap program and Sylvan Heights Science Charter School.
- Approve of the Memorandum of Understanding between Sylvan Heights Science Charter School and Dauphin County Social Services for Children and Youth Transportation Procedures Agreement to ensure the educational stability of Foster Care Youth, subject to solicitor approval.

#### **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. Winder adjourned the meeting at 6:39 PM.

A Board Director training session was held following the meeting. The attorneys from Stock and Leader reviewed general school laws relating to Board membership, the Sunshine Act and the Ethics Act.