

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, September 19, 2016

Present:

Chad Hotsko (arriving late), Torrie Winder, Elizabeth DuVall, Merita Marek, Nancy Neusbaum and J. Michael Troutman were in attendance. Yolanda Haywood, Samuel Giannelli, and Laura Kurtz were absent. Timothy Hess, Lori Lauver, Ashley Roufos-Abbey and Joliene Karp were also in attendance.

Call to Order:

The meeting was called to order by Mrs. Winder at 5:36 pm, as the Board President's arrival was delayed.

Approval of Agenda:

A motion was made to approve the agenda, by Mr. Troutman. It was seconded by Mrs. Neusbaum. The motion was approved 5-0.

Public Comment Period:

There were no public comments, the meeting moved forward.

Staff Comment Period:

Mrs. Karp shared that many teachers have implemented the Daily Five and Math Daily 3 routines to engage students in independent and small group work while teachers are working strategically with small groups of students to enhance reading and math skills. Mrs. Roufos-Abbey shared that many teachers have been sending home monthly STEM projects with students to further engage students in working with STEM principles. Students share their projects and reports with their classmates to further extend classroom STEM studies.

Finance and Facilities Committee Report:

Mr. Hess briefly reviewed the check register, indicated that the annual financial audit was underway and the efforts are being made to solicit proposals for engagement with accounting agencies who could assist with the Business Manager functions since no applications have been received since the posted position was posted in June.

Principal's Report:

Mr. Hess briefly reviewed his Principal's report as well as reviewed current enrollment statistics. Additionally, Mr. Hess distributed several resumes of potential candidates for Board Director that were solicited by the Nominations Committee.

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. Hotsko to approve the consent calendar. It was seconded by Mr. Troutman. The motion was approved 6-0.

- Approve of the board minutes of August 2016 Board Meeting.
- Approve the check register #10663 through #10709 and listed ACH transactions.
- Approve of a "Specialized Education of Pennsylvania, Inc., a Pennsylvania corporation ("SPA") and Sylvan Heights Science Charter School" for placement of a special education student.

Old Business

There was a brief discussion concluding that Board Committee reorganization would occur following the October meeting when new Board Directors have been elected.

New Business

Mr. Hess briefly reviewed the projected timeline, process, related policy and procedures for application for Charter Renewal. The current Charter expires in June 2018.

Mrs. Winder adjourned the meeting at 6:11 PM.