

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, November 16, 2015

Present:

Torrie Winder, Samuel Giannelli, Tiffani Chambers, Laura Kurtz, Merita Marek, and Nancy Neusbaum were in attendance. Chad Hotsko, Yolanda Haywood, and J. Michael Troutman were absent. Timothy Hess and Lori Lauver were also in attendance.

Call to Order:

The meeting was called to order by Mr. Giannelli at 5:40 pm.

Approval of Agenda:

A motion was made to approve the agenda, by Mr. Giannelli. It was seconded by Mrs. Marek. The motion was approved 6-0.

Public Comment Period:

There were no public comments, the meeting moved forward.

Staff Comment Period:

There were no staff comments, the meeting moved forward.

Finance and Facilities Committee Report:

Mr. Giannelli advised the Board that the 2014-2015 independent financial audit would be presented for Board approval at the December meeting. He also reported that the Susquehanna Bank account has been closed and funds transferred to Citizen's bank. He reviewed the four month quarter, ending October 31, 2015.

Principal's Report:

Mr. Hess briefly reviewed his Principal's report, presented the contents of the Comprehensive Plan for approval, reviewed the Homeless Policy draft, discussed the assembling an Emergency Operation Planning and Safety Committee, and updated the Board on the status of the new school-wide recycling project.

By-Laws and Policies:

There being no report, the meeting moved forward.

Community Relations:

There being no report, the meeting moved forward.

Family Advisory Committee:

Mrs. Winder reported on the recent discussions of Family Advisory Committee regarding students' and families' investments in education.

Resource and Development:

There being no report, the meeting moved forward.

Personnel Committee:

Mr. Giannelli questioned regarding the status of filing an Assistant Principal position. Mr. Hess explained that the intention is to develop more teacher leadership.

President's Report:

There being no report, the meeting moved forward.

Action items

A motion was made by Mrs. Marek to approve the amended consent calendar and was seconded by Mrs. Chambers. The motion was approved 6-0.

- Approve of the minutes of October 2015 Board Meeting
- Approve the check register #10295 through #10343, online bank checks with Substitute Teaching Service for #1004 through #1005, and listed ACH transactions.
- Approve of the unaudited financial statements as of October 31, 2015.
- Accept the resignation of second grade teacher, Tara Houp.
- Approve of the first reading of the "Homeless Policy".
- Approve of the Comprehensive Plan for School Years 2016-2019 to be submitted to the Pennsylvania Department of Education.
- Approve of HB McClure's proposal for the plumbing needs in the new science lab.
- Approve of the fabrication and installation of countertops and backsplash material and the secure installation of our cabinetry at a total cost of \$940.
- Approve of the appointment of officers as recommend by the Nominating Committee, to include Chad Hotsko as President, Torrie Winder as Vice-President, Yolanda Haywood as Secretary and Samuel Giannelli as Treasurer. (As added the Consent Calendar, item 3 B.)

Old Business

There being no old business, the meeting moved forward.

New Business

There being no new business, the meeting moved forward.

A motion was made to adjourn the meeting at 7:00 pm by Mrs. Winder. The motion was approved 6-0.