

**SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL**

**Board of Trustees Meeting Minutes**

**Monday, August 17, 2015**

**Present:**

Warren Persak, Torrie Winder, Samuel Giannelli, Tiffani Chambers, Laura Kurtz, Merita Marek (arrived late), Nancy Neusbaum (departed early) and J. Michael Troutman were in attendance. Chad Hotsko and Yolanda Haywood were absent. Timothy Hess and Lori Lauver were also in attendance.

**Call to Order:**

The meeting was called to order by Mr. Persak at 5:45 pm.

**Approval of Agenda:**

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

**Public Comment Period:**

There were no public comments, the meeting moved forward.

**Staff Comment Period:**

Mrs. Lauver introduced herself and was greeted by members of the board.

**Finance and Facilities Committee Report:**

There being no report, the meeting moved forward.

**Principal's Report:**

Mr. Hess reviewed his Principal's report. Mr. Hess also presented preliminary PSSA results and subsequent action steps; personnel recommendations and enrollment statistics.

**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:**

There being no report, the meeting moved forward.

### **Resource and Development:**

There being no report, the meeting moved forward.

### **Personnel Committee:**

The Board president reported that exit interviews would be conducted in the coming week.

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

There being no report, the meeting moved forward.

### **Action items**

A motion to approve was made by Mr. Giannelli to approve the consent calendar as recommended and was seconded by Mrs. Marek. The motion was approved 6-0.

- Approve of the minutes of July 2015 Board Meeting
- Approve the check register #10184 through #10219, with listed ACH transactions.
- Accept the resignations of Ms. Guntz and Ms. Lewis, instructional assistants.
- Ratify the hiring of Ms. Woodyard in the position of receptionist.
- Ratify the hiring of Mrs. Karp in the position of 4th grade teacher.
- Ratify the hiring of Ms. Lauver in the position of STEM coordinator.
- Ratify the hiring of Ms. Roberts in the position of instructional assistant.
- Approve of the "Memorandum of Understanding with Camp Curtin YMCA for Sheltering and Mass Care" with Camp Curtin YMCA as updated on July 16, 2015.
- Approve of the revised Bullying policy.
- Approve of Monique Johnston, parent, to serve on the Wellness Committee as described in Board policy 246, Student Wellness.
- Approve of a "Memorandum of Understanding between Specialized Education Services of PA: A Licensed Private Academic School and Sylvan Heights Science Charter School" for two special education students.

### **Old Business**

There being no old business, the meeting moved forward.

### **New Business**

Mr. Hess reminded the board that the Nominations committee needs to be approved at the September meeting in order to prepare to fill board director vacancies at the October meeting. Mr. Persak has completed his second term and will be moving off of the board. Mrs. Winder, Mrs. Marek and Mr. Troutman will all complete their first term and would be eligible for a second term. (Article 3, Section 4 of Bi-Laws)

A motion was made to adjourn the meeting at 6:42 pm by Mr. Persak. The motion was approved 6-0.