#### SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

# **Board of Trustees Meeting Minutes**

# Monday, June 15, 2015

#### Present:

Chad Hotsko, Warren Persak, Torrie Winder, Samuel Giannelli, Yolanda Haywood, Laura Kurtz, Merita Marek, J. Michael Troutman and Nancy Neusbaum were in attendance. Anthony Lee was absent. Also in attendance were Timothy Hess and Tiffani Chambers.

#### Call to Order:

The meeting was called to order by Mr. Hotsko at 5:32 pm.

### Approval of Agenda:

A motion was made to approve the agenda, by Mrs. Marek. It was seconded by Mr. Persak. The motion was approved 9-0.

#### **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:**

There being no report, the meeting moved forward.

### Principal's Report:

Mr. Hess reviewed his Principal's report. Additional, Mr. Hess presented the proposed job description for the STEM coordinator, reviewed the job expectations and clarified his recommendation to leave the Assistance Principal position vacant for the upcoming school year. Discussion followed related to the urgency regarding the need to return science instruction the centerpiece of the school program through the utilization of the STEM Coordinator position, specific criteria for evaluating the effectiveness of the STEM Coordinator position, and the contingency plan regarding leadership of the school in the absence of the Principal/CAO and in lieu of filling the Assistant Principal's position. Mr. Hess was directed to respond to the discussion with further clarification of Administration's plan to respond to these specific concerns. Discussions regarding

compensation for the position were referred to the Finance Committee for review and recommendation.

# 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 invited Mrs. Chambers to introduce herself and also welcomed her to the Board of Trustees.

# President's Report:

There being no report, the meeting moved forward.

#### **Action items**

A motion to approve was made by Mr. Hotsko to approve the consent calendar as amended and was seconded by Mrs. Winder. The motion approved 9-0.

- Approve of the minutes of May 2015 Board Meeting
- Approve the check register #10087 through #10131, with listed ACH transactions.
- Approve of the creation of the STEM Coordinator position, contingent upon satisfactory receipt and review of on-going management and contingency plan and salary approval.
- Approve of the termination of Anthony Lee as Board of Trustees Member.
- Approve Tiffani Chambers as Board of Trustees Member.
- Approve of the quote with Signarama to repair our front signage.
- Approve the first reading of the "Suicide Awareness, Prevention and Response Policy, #819" to fulfill requirements of Act 71 related to suicide awareness and prevention.

- Approve of the partnership with Kathryn Newton to explore Mindfulness as a Traumatic Stress Intervention.
- Approve of the dates of the Board of Trustee Meetings for the 2015-16 school-year.

### **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 7:28 pm by Mr. Hotsko. It was seconded by Mrs. Winder. The motion was approved 9-0.