

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, October 17, 2016

Present:

Torrie Winder, Yolanda Haywood, Samuel Giannelli (arriving late), Elizabeth DuVall, Laura Kurtz, Nancy Neusbaum were in attendance. Chad Hotsko, Merita Marek, and J. Michael Troutman were absent. Timothy Hess, Lori Lauver, Carol Chase, Charles Kern, Andre Johnston and Shayla Miller were also in attendance.

Call to Order:

The meeting was called to order by Mrs. Winder at 5:30 pm, in the absence of the Board President.

Approval of Agenda:

Approval of the 2015-16 budget revisions was added to the consent calendar under fiscal items for Board action.

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

Public Comment Period:

There were no public comments.

At this time, each of the four perspective Board Directors were given an opportunity to briefly introduce themselves.

Staff Comment Period:

There were no staff comments, the meeting moved forward.

Finance and Facilities Committee Report:

Mr. Giannelli briefly reviewed the budget revisions and transfers which resulted in no changes to the bottom line. He also briefly reviewed check register, as well as commented that financial audit for the 2015-16 school year would be finished shortly.

Principal's Report:

Mrs. Lauver, STEM coordinator, reviewed curriculum program revisions and alignments. Mr. Hess briefly discussed the school's academic performance profile action steps for improving academic performance.

By-Laws and Policies:

There being no report, the meeting moved forward. A committee meeting is scheduled for November 8, 2016 at 5:30 PM.

Family Advisory Committee:

There being no report, the meeting moved forward.

Personnel Committee:

Mr. Hess reported that a candidate search is currently underway to fill the Library Media Specialist and Art Teacher positions that were recently vacated.

President's Report:

There being no report, the meeting moved forward.

Action items

A motion was made by Ms. Haywood to approve the consent calendar. It was seconded by Ms. Kurtz. The motion was approved 6-0.

- Approve of the Minutes of September 2016 meeting.
- Approve the check register #10710 through #10749, checks #1023 and 1024 paid to Substitute Teaching Service and listed ACH transactions.
- Approve of the proposed 2015-16 budget revisions.
- Accept the resignation of Art Teacher/Library Media Specialist Jennifer Morrison effective October 7, 2016.
- Re-designate the full-time Art Teacher/Library Media Specialist as two part-time positions with the possibility of full-time for a dual qualified candidate.
- Accept the Nominations Committee's recommendation of the following individuals for Board Membership: Parent Candidates: Andre Johnson and Shalla Miller; Community Representative: Carol Chase; and At-Large Representative: Charles Kern.

- Accept the Nominations Committee's recommendation of the following individuals for election as Board Officers: President: Torrie Winder; Vice-President: Laura Kurtz; Secretary: Yolanda Haywood (continuing, 2nd year of term); Treasurer: J. Michael Troutman.
- Permit the donation of 5 desktop computer systems (CPU and power cord, Monitor, cable, power cord, mouse with mouse pad, and Keyboard) to Sylvan Heights families that do not have a computer at home and that the remaining computer equipment (11 monitors, 8 keyboards, 4 computer mice) be donated to local non-profit.
- Approve the Chesapeake Bay Trust grant agreement.

Old Business

There being no discussion of old business, the meeting moved forward.

New Business

Mrs. Winder expressed gratitude to Mr. Giannelli on behalf of the Board of Trustees, students, families and staff for his many years of dedicated service to the school. Mrs. Winder also welcomed the newly elected Board Directors and thanked them for their willingness to serve.

Mrs. Winder adjourned the meeting at 6:42 PM.