

# **SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL**

## **Board of Trustees Meeting Minutes**

**Monday, February 22, 2016**

### **Present:**

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

### **Call to Order:**

The meeting was called to order by Mr. Hotsko at 5:36 pm.

### **Approval of Agenda:**

Two items were added to the consent calendar to under Agreements/Contracts/Policies to include approval of a “Memorandum of Understanding between Specialized Education Services of PA: A Licensed Private Academic School and Sylvan Heights Science Charter School” for a special education student and the adoption and approval of the response and corrective action plan in response to the Auditor General’s Local Education Agencies Performance Audit Report.

A motion was made to approve the agenda, by Mrs. Marek. It was seconded by Mrs. Chambers. The motion was approved 5-0.

### **Public Comment Period:**

Mrs. DuVall, candidate for Board Director as a Parent Representative, introduced herself to the Board, stating that she works for Pinnacle Health, is a parent of a student at the school and lives in Harrisburg.

### **Staff Comment Period:**

There were no staff comments, the meeting moved forward.

### **Finance and Facilities Committee Report:**

It was also reported that school Administration is continuing to work with Steelton-Highspire School District to resolve unpaid tuition for the 2014-15 SY.

### **Principal’s Report:**

Mr. Hess briefly reviewed his Principal's report. Additionally, he present recent academic data from recently administered mid-year reading and math benchmark assessments, discipline data, the contents of two policy drafts that are being presented for first reading and current enrollment statistics. Mr. Hess also reviewed the response and corrective action plan in response to the Auditor General's Local Education Agencies Performance Audit Report.

**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. It was questioned as to whether this report can be eliminated from the agenda as it has been inactive for quite some time. Mr. Hess stated that this committee is required as permanent committee as dictated in the bylaws.

**Personnel Committee:**

Mr. Hotsko reported that plans are underway to address Mr. Hess' contract renewal.

**President's Report:**

Mr. Hotsko stated that he appreciates the commitment of Board Directors in their regular attendance at monthly Board meetings.

**Action items**

A motion was made by Mrs. Neusbaum to approve the amended consent calendar and was seconded by Mrs. Marek. The motion was approved 5-0.

- Approve of the minutes of January 2016 Board Meeting
- Approve the check register #10408 through #10450, online bank checks with Substitute Teaching Service for #1010 through #1012, and listed ACH transactions.
- Approve Elizabeth DuVall as board of trustee member.
- Approve of the first reading of the "Child Abuse Policy".

- Approve the first reading of the “Educator Misconduct”.
- Approve of a “Memorandum of Understanding between Specialized Education Services of PA: A Licensed Private Academic School and Sylvan Heights Science Charter School” for a special education student.
- Adoption and approval of the response and corrective action plan in response to the Auditor General’s Local Education Agencies Performance Audit Report.

### **Old Business**

There being no old business, the meeting moved forward.

### **New Business**

There being no new business, the meeting moved forward.

Mr. Hotsko adjourned the meeting at 6:29 PM.