

# **SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL**

## **Board of Trustees Meeting Minutes**

**Monday, October 15, 2018**

### **Present:**

Laura Kurtz, Andre Johnston, Merita Marek, Elizabeth DuVall, Ed Jaroch, and Nancy Neusbaum were present. Torrie Winder, Tracey Jennings, Carol Chase, and Shalla Miller were absent. Timothy Hess, Lyndsay Bryce, Margaret Burton Connors, and Mrs. Lauver (STEM Coordinator) were also in attendance.

### **Call to Order:**

The meeting was called to order by Dr. Kurtz at 5:35 pm.

### **Approval of Agenda:**

Mrs. Neusbaum made a motion to approve the agenda. It was seconded by Mrs. Marek. The motion was approved 6-0.

### **Recognition of Guest and Scheduled Speakers:**

Lyndsay Bryce and Margaret Burton Connors were formally introduced to the Board as candidates for Board membership.

### **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. Johnston reported that the Finance and Facilities Committee will meet on Thursday, October 4, 2018 at 6:00 PM. He stated that the Committee reviewed budget reports as well as discussed reserve funds related to address shortfalls related to increased retirement and health care costs.

### **Principal's Report:**

Mr. Hess reported on recent staff professional development trainings, reviewed behavior data and enrollment statistics, and noted items for Board action. Mr. Hess advised the Board regarding requirements under Act 55 for new Board Director training.

### **By-Laws and Policies:**

There being no report, the meeting moved forward.

### **Family Advisory Committee:**

There being no report, the meeting moved forward.

### **Personnel Committee:**

The Personnel Committee did not meet as previously scheduled on Tuesday, October 9, 2018. The next Committee meeting is scheduled for Tuesday, December 11, 2018 at 5:30 PM.

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

There being no report, the meeting moved forward.

### **Action items**

A motion was made by Mrs. DuVall to approve the consent calendar. It was seconded by Mr. Neusbaum. The motion was approved 6-0.

- Approve the minutes of September 2018 meeting.
- Approve the check register #934 through #950 and listed ACH transaction.
- Elect Torrie Winder to serve additional term of year, as permitted by the By-Laws, as immediate past Board President.
- Elect Ed Jaroch (community representative), Lyndsay Bryce (parent), Amechie Walker (parent) and Margaret Burton Connors (community representative) to serve three year terms as Board Directors.
- Remove Board Director Shalla Miller (parent) for non-attendance as required by the By-Laws.
- Accept the resignation of Board Director Carol Chase.
- Elect Board Officers (serving 2 year terms) Laura Kurtz, Board President; Ed Jaroch, Vice-President; Elizabeth DuVall, Secretary; and Andre Johnson, Treasurer.
- Approve Personnel Policy 422 Breastfeeding Support.

### **Old Business**

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

### **New Business**

Mr. Jaroch commented briefly regarding items discussed at the Finance Committee meeting relating to seeking to obtain insurance for funds that exceed FDIC insurance limits, as was recommended in the audit report. He also inquired regarding a discussion to create a building substitute position to better support daily school staffing. Mr. Hess indicated that he will present a proposal to the Board in this regard at the November Board meeting.

Dr. Kurtz adjourned the meeting at 6:00 PM.