

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES

Meeting Date: April 11th: Joint Personnel and Finance Committee Meeting.

Attendees: Ed Jaroch, Andre Johnson, Margaret Burton Connors, Laura Kurtz, Susan Roth, Jessica Nordai and Lori Lauver

The following agenda items were discussed:

- 1) Proposed purchase of Envision Math Curriculum for grades K-12 for the 2019-2020 School Year.
- 2) Student Information Systems: Approved the recommendation for Power School.
- 3) Website Proposals: Approved the recommendation for ZUMU.

B. PRINCIPAL:

✚ Calendar Changes:

- 1) Weather Emergency Make-up days:
 - April 18th and 22nd
 - June 3rd, 4th and 5th
 - Additional make up days begin June 6th.
- 2) Trimester ended March 8th. Conferences were held during the week of March 25th.
- 3) Proposed Calendar change for 2019-2020 School Year: Move from trimesters to 4 marking periods, each consisting of 45 school days, totaling 180 school days for students.

✚ Partnerships: Currently forming a partnership with Capital Area Head Start-facilitating the transition from Pre-K to Kindergarten.

✚ Sylvan Heights' Happenings:

- Four volunteers from the 500 Men Program came to read our students on March 6th. Both volunteers and students had a wonderful time.
- Sunshine McCrae will be spent time with our 3rd and 4th grade students on March 29th. She spoke to our students about the importance sportsmanship both on and off the court.
- The Harrisburg Young Professionals will be hosted Junior Sports Program at Sylvan Heights on March 18th, March 25th, April 1st and April 8th from 5:00 to 6:30.
- 3rd and 4th grade Family Math Night was held March 21st.
- K-1-2 Family Math Night was held April 11th.
- PSSA Pep Rally was held April 12th.

✚ Stem Updates

- Kid Wind
- 24 Game Challenge
- What's Growing On
- Three-D Printer
- Recognition for Academic Achievement in 1st in Math and Imagine Learning

✚ Upcoming Events:

- April 25th Kindergarten Reading Night
- May 9th: Arts and Information Night
- May 14th : Chorus Play
- May 23rd: Science Night
- Kindergarten Enrollment Lottery: Applications received by May 10th will be eligible for the lottery drawing on May 14, 2019.
- 4th Grade Graduation: May 30th

✚ Committee Updates:

1) Safety Committee Update:

- Safety and Security Drills- We successfully conducted our first Safety and Security Drill at the end of February.
- One Call- Forms were sent out to families asking them to update their contact information.
- Emergency Lighting: Flook Inc. completed the emergency light and remote head replacement on March 14th. They also repaired the overhead lighting fixtures in the Art Room.
- School Gate Guardian- Our equipment has arrived. Gary Johnson our IT contractor is working the installation. We plan on trialing the system sometime this month before introducing the system to our families.

2) Family Wellness and Community Connections Committee: Please see the April Newsletter.

3) PBIS Tier 1 and Tier 2 Committee Meetings:

- The tier 1 team was able to meet at the end of March for four hours on a Friday morning. During this meeting, the incentives for the 2019-2020 school year were determined. Also, the team took the mandatory annual review. During this time, we determined the action plan areas to focus on for the next few months and into next school year.
- Irene, our IU PBIS consultant came to the school and did the annual walk-through needed for recognition. The school passed by a wide margin.
- The tier two continues to meet monthly to look at our tier two interventions and their effectiveness.
- Mrs. Nordai and Mr. Stevens will be attending the state-wide PBIS conference in May. This two-day conference has 5-6 breakout sessions throughout each of the days to gather information and ideas.

C. BY-LAWS AND POLICIES

Meeting Dates: Tuesday, March 12, 2019 and April 9th:

Attendees: Susan Roth, Marita Merek and Elizabeth Duvall

Agenda Summary: Identify action items that warrant attention

- 1) Current Website: Policies are under the Board of Trustees tab- instead the committee recommends they have their own tab.
- 2) Verify that the Board Policies that are currently posted on the website are the most current policies.
 - a. Verify that Board Policies have revision dates
 - b. Assign policy numbers to unidentified Board policies
- 3) Compare and verify Board Policies when creating the 2019-2020 school year handbook
- 4) Discovered discrepancies when comparing the Uniform Policy to the Student Code of Conduct.
- 5) Reviewed and approved the proposed changes to the Child Abuse Policy.
- 6) Uniform Policy/Requirements: Currently under review.
- 7) Diabetes Policy: Currently under review.

D. Family Advisory Committee:

The Family Advisory Committee has rescheduled the Talent Show for Friday, May 17, 2019 at Foose Elementary School. On April 13th held the PSSA Breakfast Saturday as a way for students and their families to get excited for PSSAs.

E. PERSONNEL

Meeting Date: April 11th: Joint Finance and Personnel Committee meeting.

Attendees: Ed Jaroch, Andre Johnson, Margaret Burton Conners, Laura Kurtz, Susan Roth, Jessica Nordai and Lori Lauver

Agenda Items:

- 1) Employees Resolution Policy: Currently under review
- 2) Review of proposed contract for Susan Roth

F. PRESIDENT

VII. ITEMS FOR BOARD ACTION

By notice of the President, the following action items suggest a roll call vote. You will be recorded as voting in the affirmative for the motion unless you say “nay” or “I abstain”. Board Members are further advised that they must publicly announce and disclose the nature of any conflict of interest before the vote on the matter is taken.

A. CONSENT CALENDAR

1. APPROVAL OF BOARD MINUTES

- a) Approve the minutes of the February 2019 meeting.

2. FISCAL ITEMS:

- a) Approve the check register 1056 through 1110 and listed ACH transactions for the Months of February and March, 2019.
- b) Recommendations from the Finance Committee:
 - a. Approve PowerSchool quote for 29,875.00.
 - b. Approve ZUMU Software Website Proposal: The total cost for 2019-2020 School Year is \$1,400.00
 - c. Approve the recommendation to extend the line of credit with Citizens Bank for \$100,000.00 for one year.

3. PERSONNEL:

- a) Approve the hiring of Kathy Haley, effective March 6, 2019 to the full-time position of Instructional Assistant with an annual salary of \$24,145.
- b) Approve the hiring of Nicole Renshaw, effective April 10th to the full-time position of Instructional Assistant with an annual salary of \$24,145.
- c) Approve the hiring of Kelly Cropper, effective April 16, 2019 to the full-time position of Building Substitute Teacher with an annual salary of \$31,743.
- d) Approve the hiring of Susan Roth, effective May 1, 2019 to Principal and CAO with an annual salary of \$82,500.

4. AGREEMENTS/CONTRACTS/POLICIES

- a) Approve the recommended changes to the Child Abuse Policy Number 806.
- b) Approve the Agreement between Sylvan Heights Science Charter School and Keystone Systems, Inc. DBA Capital Area Head Start Memorandum of Understanding.
- c) Approve the administrative change from Timothy Hess to Susan Roth for Pennsylvania Chamber Insurance (PCI) effective March 26, 2019.

May I have a motion to approve the consent calendar as recommended?

Motion:

Second:

Discussion:

The mission of the Sylvan Heights Science Charter School is to enhance children's lives through educational experiences that are grounded in a comprehensive, science-driven interdisciplinary program highlighting discovery and creativity.

Vote:
Result:

B. OLD BUSINESS

C. NEW BUSINESS

VIII. ADJOURNMENT

BOARD OF TRUSTEE MEETINGS

Meetings will be held @ 5:30 pm on the following dates:

Monday, January 28, 2019
Monday, February 25, 2019
Monday, March 18, 2019
Monday, April 15, 2019
Monday, May 20, 2019
Monday, June 17, 2019

*Meetings are open to the public and will be held at
Sylvan Heights Science Charter School, 915 South 13th Street, Harrisburg, PA 17104*
In accordance with Act 84 of 1986, (The Sunshine Act) 65PS279 public notice is hereby
given

BOARD OF TRUSTEE COMMITTEE MEETINGS

Finance & Faculties Committee: (meetings are held at 6:00 PM)

Thursday, February 7, 2019
Thursday, April 4, 2019
Thursday, June 6, 2019

By-Laws & Policy Committee: (meetings are held at 5:30 PM)

Tuesday, January 15, 2019
Tuesday, March 12, 2019
Tuesday, April 9, 2019
Tuesday, May 14, 2019

Personnel Committee: (meetings are held at 5:30 PM)

Tuesday, February 12, 2019
Thursday, April 11, 2019
Thursday, June 11, 2019

*These meetings are open to the public and will be held at
Sylvan Heights Science Charter School, 915 South 13th Street, Harrisburg, PA 17104*