

V. COMMENT PERIOD

A. Public

B. Staff

VI. REPORTS

A. FINANCE AND FACILITIES:

No meeting held.

Next meeting scheduled for September 14, 2020.

Note: The August bank statement was not made available in time to allow for a complete reconciliation. The August reconciliation will be reported at the September Board meeting.

B. PRINCIPAL:

1) Building Updates:

- a) Ventilation and Air Quality Updates: H.B.McClure replaced heat exchanger 02R, 05R and 07R and installed the Needle Point Bi-Polar Ionization System. During this process, it was discovered three offices that had been added during a previous building upgrade and the Revere Street vestibule are not receiving sufficient air flow. H.B.McClure is in the process of developing a solution to the lack of sufficient ventilation/air quality in these areas.
- b) Washer, Dryer, Mop Stink Installation:
 - a. David LeRoy Plumbing, Inc proposal: \$9,857.00
 - b. H.B.McClure proposal: \$12,529.00
 - c. Flook, Inc. proposal: \$12,054.00
- c) Building Sanitation and Cleaning: Coverall Cleaning Company is in the process of systematically deep cleaning each classroom; Williams and Sons has scrubbed all hard tile floors, kitchen prep area and teacher break area, and cleaned all carpeted areas via the water extraction method. All hallway water fountains, classroom area carpets, and fabric reception/conference area chairs have been removed.

2) Revised Reopening plan updates: Note: On August 11, 2020, the Board of Trustees voted for Sylvan Heights' students to begin the 2020-2021 school year via online/remote instruction.

- a. Staff will participate in online professional development on August 18th, 19th and 25th. During this time, staff will receive training on the School's Safety Plan and online delivery of the school's previously Board approved curriculum.
- b. Beginning August 31, 2020, Staff is currently scheduled to report to the school building for their scheduled work hours. Teachers/staff will deliver instruction during school hours to students online. Students will participate, live, via Google Classroom. Teachers will have the opportunity during the school day to record and upload lessons, allowing students, who are not able to access lessons during real time instruction, opportunities to view lessons in the evening or on weekends. Making lessons available to students both online during the school day and during evening hours will help to insure equal access to the curriculum.
- c. Review of Live Streaming Policy

- d. PDE updated guideline for school closure regarding confirmed COVID-19 cases per school staff on August 13, 2020. Sylvan Heights currently has 25 full-time and 3 part-time school staff.

<u>Level of Community Transmission in the County</u>	Number of Cases of COVID-19 Within a 14-day period:	Number of Cases of COVID-19 Within a 14-day period:	Number of Cases of COVID-19 Within a 14-day period:
	1 student or 1 staff	2-4 students/staff in same school building OR <5% of total number of students/staff in a school building are cases	5+ students/staff in same school building OR ≥5% of total number of students/ staff in a school building are cases
Moderate	<ul style="list-style-type: none"> School does not need to close Clean area(s) where case spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 5-7 days* Clean area(s) where cases spent time Public health staff will direct close contacts to quarantine 	<ul style="list-style-type: none"> Close school(s) for 14 days* Clean entire school(s) Public health staff will direct close contacts to quarantine

C. BY-LAWS AND POLICIES

The By-Laws and Policies Committee met on August 6, 2020.

Attendees: Laura Kurtz, Elizabeth DuVall, Susan Roth and Jessica Nordai

- The committee discussed and reviewed the proposed supporting personnel policies. The Personnel Handbook is in the process of being updated. Policies are currently being written or revised to support the newly proposed handbook. The handbook will be available for a second reading at the next Board Meeting.

D. Family Advisory Committee:

No meeting held

E. PERSONNEL:

No meeting held.

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

- Approve the minutes from the July 20, 2020 Board of Trustee Meeting and August 11, 2020 Special Board Meeting.

2. FISCAL ITEMS:

- Approve the installation of a washer, dryer and mop sink by David LeRoy Plumbing, Inc. for the proposed amount of: \$9,857.00.

3. PERSONNEL:

- Approve the hiring of Nina Bullock, Grade 2 Teacher, for a salary of \$41,000.00 for a 190 school days, plus 4 days of new teacher induction, effective August 10, 2020.
- Approve the hiring of Mary Beth Cusick, Grade 3 Teacher, for a salary of \$41,000.00 for a 190 school days, plus 4 days of new teacher induction, effective August 10, 2020.

4. AGREEMENTS/CONTRACTS/POLICIES

- 1st Reading of the following policies:
 - Policy Number 831: Livesrteaming, and Acknowledgement of Virtual and Livestream Instruction Privacy Concern
 - Policy Number 304: Employment Status
 - Policy Number 306: Termination of Employment
 - Policy Number 308: Creating a Position and Setting Salaries
 - Policy Number 317: Employee Misconduct/Disciplinary Procedures
 - Policy Number 321: Political Activities
 - Policy Number 325: Dress and Grooming
 - Policy Number 326: Complaint Process
 - Policy Number 332: Working Periods
 - Policy Number 336: Bereavement Leave
- 2nd Reading of the following policies:
 - Policy Number 104: Nondiscrimination in Employment Practices and reporting form
 - Policy Number 323: Tobacco/Nicotine
 - Policy Number 351: Drug and Substance Abuse
- Approval of the Agreement for English Language Development (ELD)/English as a Second Language (ESL) Services Contract for \$100.00 per hour for the 2020-2021 school year.
- Approval of the Agreement to conduct business with Diana M. Reed & Associates, PC for the period of July 1, 2020 to June 30, 2021.

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

Motion:

Second:

Discussion:

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, July 20, 2020
Monday, August 17, 2020
Monday, September 21, 2020
Monday, October 19, 2020
Monday, November 16, 2020
Monday, December 21, 2020
Monday, January 25, 2021
Monday, February 22, 2021
Monday, March 22, 2021
Monday, April 19, 2021
Monday, May, 17, 2021
Monday, June 21, 2021

BOARD OF TRUSTEE COMMITTEE MEETINGS

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

Monday, September 14, 2020
Monday, November 9, 2020
Monday, February 7, 2021
Monday, April 12, 2021
Monday, June 7, 2021

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

Thursday, July 9, 2020 (joint with Personnel Committee)
Thursday, August 6, 2020
Thursday, January 14, 2021

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

Thursday, July 9, 2020 (joint with By-Laws & Policy Committee)
Wednesday, October 7, 2020
Wednesday, March 10, 2021

Meetings are held at Sylvan Heights Science Charter School, 915 South 13th Street, Harrisburg, PA 17104 except when the school building is closed due to mandated school closures related to COVID-19. During school closures, attendance at meetings will take place via Electronic Communication. All meetings, whether in-person or via electronic communication, are open to the public. Those wishing to attend electronic communication meetings may email the school at publiccomment@shscs.org, phone the school directly at 717-232-9220 or mail their request to Sylvan Heights Science Charter School, 915 S. 13th Street, Harrisburg, Pa 17104 for access to the meeting. Please reference Board Policy 006.1,

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.

Attendance at Meetings via Electronic Communications or our school's website at www.shscs.org for more information.

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