

Sylvan Heights Science Charter School Board of Trustees’ Meeting Agenda

June 27, 2022
5:30 PM-6:30 PM

Sylvan Heights Science Charter School

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ATTENDANCE

Board of Trustees	Present	Absent	Late
Ed Jaroch, President			
Margaret Burton Conners, Vice President			
Merita Marek, Secretary			
Chad Hotsko, Treasurer			
Lyndsay Bryce			
Amechie Walker			
Debra Simpson-Buchanan			
Nicole Marshall			
Erica Monroe			
Susan Roth, Principal/CAO (non-voting)			
Lori Lauver, Teacher (non-voting)			
Melena Overdorf, Teacher (non-voting)			

III. RECOGNITION OF GUESTS AND SCHEDULED SPEAKERS –

IV. COMMENT PERIOD

V. REPORTS

A. FINANCE AND FACILITIES:

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.

Meeting Held: June 20, 2022

Meeting Attendees: Ed Jaroch, Margaret Burton Conners, Lori Lauver, and Susan Roth

Key Discussion Items:

- 1) 2022-2023 proposed school year budget including proposed teacher salaries for the upcoming school year.
- 2) Updates on building repairs: proposed contract with Lobar Associates Construction for replacement of electrical service due to storm damage in the amount of \$90,422.20.
- 3) Discussion of Lisa Conrad's contract and work completed

B. PRINCIPAL:

- 1) Update on open staff positions
- 2) English Language Learner Program: Current Sylvan Heights certified staff will provide direct instruction to English Language Learners instead having these services provided by the CAIU (CAIU provided services during the 2021-2022 school year)
- 3) Update on summer supplemental reading and math program
- 4) Update on proposed Kindergarten Academy
- 5) Current Curriculum:
 - a. Phonemic awareness instruction: Heggerty Curriculum
 - b. Reading instruction: 95% Group Phonics Core Curriculum
 - c. English Language Arts: Engage NY Core Knowledge www.engageny.org.
 - d. Math Instruction: envision Mathematics Common Core
 - e. Science Instruction: Full Option Science System (FOSS) and Engineering is Elementary.
 - f. Social Studies: Exploring Pennsylvania (4th grade only)
- 6) New curriculum added for the 2022-2023 school year:
 - a. Handwriting instruction: Zaner-Bloser Handwriting
 - b. English Language Arts/writing/grammar instruction: Thoughtful Learning
 - i. Targeted Skills: practicing punctuation, capitalization, spelling, mechanics, usage, grammar, and sentences.
- 7) Agreement for School-Age Special Education Services with the CAIU for the 2022-2023 school year.
 - a. Includes full-time social worker (new for 2022-2023 school year)
- 8) Dental and Vision Insurance: Recommend changing the contracted provider for employee dental and vision insurance to Capital Blue. Note: Capital Blue is the current medical insurance provider.
- 9) Technology Needs: Apple Inc. Education Price Quote for iPads; iPad cases and 4-year AppleCare for schools

C. BY-LAWS AND POLICIES:

Meeting Held: June 9, 2022

Attendees: Merita Marek, Debra Simpson-Buchanan and Susan Roth

Key Items Discussed:

- Continued discussion of Sylvan Heights Science Charter School Bylaws
- Reviewed proposed policies
- Discussed procedure for policy approval

D. FAMILY ADVISORY COMMITTEE:

- Meeting to be schedule over the summer to prepare for upcoming school year.

E. PERSONNEL:

Meeting Held: June 7, 2022

Attendees: Lisa Conrad and Susan Roth

Key Items Discussed:

- Job descriptions
- Organizational Chart
- Work flow responsibilities

F. PRESIDENT:

VI. ITEMS FOR BOARD ACTION

A. CONSENT AGENDA

1. APPROVAL OF BOARD MINUTES:

- Approval of the minutes from the May 23, 2022 Board of Trustees Meeting.

2. FISCAL ITEMS:

- Approval of check numbers 2344-2374 and the listed ACH transactions for the month of May 2022.
- Approve the Sylvan Heights Science Charter School general budget for the 2022-2023 school year.
- Approve the contract with Lobar Associates Construction for replacement of electrical service due to storm damage in the amount of \$90,422.20.
- Approve the Agreement for School-age Special Education Services with the CAIU in the amount of \$252,343.00 for the 2022-2023 school year.

- Approve the Apple Inc. Education Price Quote for 10.2-inch iPads; cases and 4-year AppleCare for Schools in the amount of \$53,889.00.

3. PERSONNEL

- Approval of the following job descriptions:
 - Building Aide
 - Building Substitute
 - Special Education Teacher
 - Instructional Assistant
 - ESL Teacher
 - School Counselor

4. AGREEMENTS/CONTRACTS/POLICIES

- Approve the Zaner-Bloser Handwriting curriculum and the Thoughtful Learning Curriculum to support English Language Arts in the areas of writing and grammar for grades Kindergarten through 4th grade.
- Approve the termination of United Concordia Dental Insurance and Davis Vision insurance effective July 1, 2022
- Approve the Small Group Proposal prepared for Sylvan Heights Science Charter School with Capital Blue as the provider for medical, dental and vision insurance effective July 1, 2022.
- Approve the Apple Inc. Education Price Quote for 10.2-inch iPads; cases and 4-year AppleCare for Schools in the amount of \$53,889.00.
- First Reading of the following board policies:
 - Policy 1005- Curriculum
 - Policy 1012- Guidance Counseling
 - Policy 1030- Homework
 - Policy 2000- Enrollment (revised)
 - Policy 2016- Student Records
 - Policy 2018.2- Terroristic Threat
 - Policy 2009- Health Services
 - Policy 2009.1- Food Allergy Management
 - Policy 2022- Tobacco/vaping
 - Policy 2026- Searches
 - Policy 2027- Controlled Substances
 - Policy 2036- Student Assistance Program
 - Policy 2036.1- Threat Assessment
 - Policy 2037- Electronic Devices
 - Policy 6010- Transportation
 - Policy 7004- Public Attendance at School Events

B. OLD BUSINESS

C. NEW BUSINESS:

VII. ADJOURNMENT