

SYLVAN HEIGHTS SCIENCE CHARTER SCHOOL

Board of Trustees Meeting Minutes

Monday, February 27, 2023

Call to Order

The meeting was called to order at 5:37 pm by Mr. Ed Jaroch. Following the Pledge of Allegiance, attendance of the board members was taken, and it was noted the meeting was being recorded.

Attendance (all members were in-person unless otherwise indicated):

Mr. Ed Jaroch, Mrs. Margaret Burton Conners, Mrs. Merita Marek, on-site; Board members attending virtually included Chad Hosko (phone), Amechie Walker and Erica Monroe. Staff present onsite included Mrs. Susan Roth (Principal/ CAO), Mrs. Lori Lauver, Mrs. Melena Overdorf, and Mrs. Dominique Buterbaugh. Dr. Leigh Dalton, Stock and Leader, was also present.

Approval of Agenda:

It should be noted that public notice was given for this meeting in accordance with Act 84 of 1986. The preliminary draft agenda has been submitted to the Board for approval. Additionally, the preliminary draft agenda is also posted to the school's website at www.shscs.org at least 24 hours prior to the scheduled board meeting. The school will post the approved agenda on the next business day following the scheduled board meeting.

May I have a motion to approve the agenda?

Motion: Mrs. Margaret Burton Conners
Second: Mrs. Merita Marek

Discussion: There being none, the meeting continued.
Vote: 6-0
Result: The motion passed.

Recognition of Guests and Scheduled Speakers:

Councilman Ralph Rodriguez, Sr., Director and CEO of All You Can, Inc.

- Hon. Ralph Rodriguez, Sr. works with students K-12. All You Can, Inc. is a 501 c3 non-profit which provides educational resources to at risk families in the greater Harrisburg area. All You Can, Inc. has several programs for students which include after school programs and in-school programming.

- All You Can Inc develops programs for children and families. Program offerings include, but are not limited to: Leadership Academy, after school programs, rental relief, family-based therapy, prevention counseling, self-defense, time management, anger management, coping with loss, life skills and self-esteem.
- The All You Can Leadership Academy is a cognitive behavior modification tool which works with a diverse range of students. The program educates on the importance of being a leader and creating a positive future for themselves and uses an evidence-based curriculum.
- Prior to COVID-19, Sylvan Heights Science Charter School had partnerships with two other organizations to support students. We have attempted to restart the initiatives this year, but have not been successful in doing so due to a number of factors (staffing shortages, funding, etc.).
- The School has partnered with All You Can, Inc. and would like to enhance student program offerings beginning in the spring. It was proposed to have All You Can, Inc. facilitators lead sessions with each third and fourth grade class twice weekly for 8 weeks. Student workbooks will support the 40 – 45-minute lessons. It was noted that parents and students need help and 3rd and 4th graders need to build additional social-emotional skills.
- All You Can, Inc has secured funding to support the program this year; as such, there would be no cost to the School for the proposed programming for the remainder of the 2022-2023 school year.
- Teachers at Sylvan Heights are trained in PBIS; the All You Can Leadership Academy will support this initiative.
- Students and parents are struggling right now and there is a long waitlist for mental health services. Teaming up with All You Can offers additional supports and resources to families in need.
- It was proposed to have our third and fourth grade students participate in a portion of the curriculum for the remainder of this school year, then work through the entire curriculum throughout the 2023 – 2024 school year.

Comment Period

- A. Public: There being no public comment, the meeting continued.
- B. Staff: There being no staff comment, the meeting continued.

Reports

Finance and Facilities Committee

The Finance and Facilities Committee met on Monday, February 6, 2023. Those in attendance included Ed Jaroch, Margaret Burton Connors, Susan Roth, Lori Lauver, Kelly Lorenzetti, CPA of Diana Reed and associates.

Guests included Michael L. Reiner CPA and Alissa R Harrison, CPA of Sager, Swisher and Company, LLP

Agenda: Presentation of Financial Statements with supplemental information for next year ending June 30, 2022. Review of financial audit indicated no findings.

Topics of discussion included: cash flow for Sylvan Heights Science Charter School is good; single audit for all accounts was performed with no findings indicated. Once Board the approves the audit, Mrs. Roth will notify the Harrisburg School District.

Nominating Committee

It was reported that no meeting was held.

Principal's Report

- Reading Benchmark Scores: Mid-year proficiency = 41%
 - Recommending additional time on task reading opportunities with decodable readers to raise scores.
 - Recommendations to purchase the 95% Group curricular material to support reading fluency, phonics and comprehension to allow for additional targeted practice
- March 1, 2023 we will have in the classroom dental hygiene presentation by Rachel Johnson Dental Hygienist for 1st and 2nd grade students.
- March 7, 2023 we will have Family Math Night for 3rd and 4th grade students. Doors will open at 5:50 pm.
- Social and Emotional Learning Curriculum
 - March 10th is Professional Development Day with Responsive Classroom. All staff members have received the Morning Meeting Book; the Responsive Classroom training will supplement this information.
 - All You Can Leadership Academy: to be provided for all 3rd and 4th grade students. Beginning March 14th, 2023 twice per a week for 8 consecutive weeks. Each class will be approximately 45 minutes long.

By-Laws and Policies

It was reported that no meeting was held. There was discussion regarding the draft by-laws; the reading of the by-laws will be moved to the March 2023 meeting.

Family Advisory Committee:

Rib Rally Fundraiser has been delayed until March 8th; the date had to be moved from the previous date due to an issue with the fundraising link. Updated flyers will be emailed to board members and staff and posted on Class Dojo. Pick up will be at Texas Road House, 3429 Union Deposit Road, Harrisburg. Pre orders are being taken now and you can pick up your meal on Tuesday February 28th, 2022.

Personnel Committee

No meeting was held. It was noted that we hired a part-time building aide. The aide will assist primarily in the kindergarten classrooms. The next meeting is scheduled for March 8, 2022.

President

Mr. Ed Jaroch attended the Finance & Facility Meeting. He attended a CS webinar on staffing.

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 January Board of Trustees Meeting.

2. FISCAL ITEMS

- Approval of check numbers 2578-2599 and the listed ACH transactions for the month of January 2022.
- To approve the audited financial statements with supplemental information for year ending June 30, 2022
- To approve the purchase of decodable readers via Book Source in the amount of \$6,160.00
- To approve the purchase of decodable readers via Just Right Reader in the amount of \$10,536.00.
- To approve the purchase of curricular materials via 95% group in the amount of \$10,286.00.

3. PERSONNEL

- To approve the hiring of Janet Swanson, part-time, hourly building aid.

4. AGREEMENTS/CONTRACTS/POLICIES

- To approve the second reading of the following
 - a. Policy 1008 Textbooks and Resource Materials
 - b. Policy 2012 Reporting Student Progress
- To approve the recommendation to form a partnership with All You Can Inc. and implement the All You Can Leadership Academy curriculum.

Approval of Consent Calendar

May I have a motion to approve the consent calendar with the exception of #4 bullet point 2 as recommended?

Motion: Mrs. Margaret Burton Conners

Second: Ms. Erica Monroe

Discussion: None

Roll Call Vote

Mr. Ed Jaroch- yes

Mrs Margaret Burton Conners - yes

Mrs. Merita Marek - yes

Mr. Amechie Walker - yes

Ms.Erica Monroe - yes

Vote 5-0

Result: Motion passed

Old Business

Old business items to revisit:

- Update mascot and logo
- Board of Trustees service recognition
- Pursue relocation efforts to an alternate building
- Spanish Camp

New Business

There being none, the meeting continued.

Adjournment

Motion: Mrs. Margaret Burton Conners

Second: Mrs. Merita Marek

The next Board of Trustees meeting will be held on Monday, March 20, 2023 at 5:30 pm.

The meeting was adjourned at 6:47 pm by Ed Jaroch.