



# Sylvan Heights Board of Trustees Meeting Minutes 04-30-2024

## Board of Trustees Members in attendance

Attendees included Ed Jaroch, Margaret Burton Connors, Nicole Moore, Debra Simpson-Buchanan, Erica Monroe, Amechie Walker

## Board of Trustees Members not in attendance

Members not in attendance included Chad Hotsko

## Staff/Public in attendance

**School Administration:** Susan Roth, Principal/CAO; Jessica Nordai, Assistant Principal

**School Staff:** Lori Lauver, STEM/Federal Grant Coordinator

**Interested Citizens:** Jim Ross, Realtor

## Call to order

A meeting of Sylvan Heights Science Charter School was held at Sylvan Heights Science Charter School, 915 S. 13<sup>th</sup> Street, Harrisburg, PA 17104 on April 30, 2024. The meeting was called to order at 6:13pm. This was followed by the Pledge of Allegiance and a moment of silence.

## Roll Call

Following roll call, a quorum was present as noted above.

## Announcement of Executive Session

An executive session was held March 19, 2024 to discuss matters of real estate.

An executive session was held April 30, 2024 prior to this meeting to discuss matters of safety & security.

## Approval of Agenda

Motion to accept the agenda by Ms. Burton Connors. This was seconded by Mr. Amechie Walker. There was no discussion and the motion passed unanimously.

## Recognition of Guest & Scheduled Speakers

None

## Comment Period

### Public Comments

- None

### Staff Comments

- None

## Reports

### Finance & Facilities

- No Meeting Held

### Principal

- Upcoming Events
  - PSSA Testing
    - 3<sup>rd</sup> & 4<sup>th</sup> grade for ELA, math & science: April 24<sup>th</sup> thru May 10<sup>th</sup>
  - Kindergarten Preview Night: May 2<sup>nd</sup>
  - End of year 4<sup>th</sup> grade celebration
  - 25-Year Celebration: June 1<sup>st</sup>
- Status Updates of 2023-2024 Monitoring
  - Special Education
  - Federal Programs
  - Students Experiencing Homelessness
- General Information
  - Needed building repairs
    - New roof
    - HVAC unit
  - Review of current lead levels in tap water
  - Building appraisal
  - 2023-2024 current year budget adjustments
    - Summary of current grant status
  - 2024-2025 budget preparation
  - Review of 2024-2025 academic calendar
  - Review of 2024-2025 Student Handbook & Code of Conduct

### By-Laws & Policies

- No meeting held

### Family Advisory Committee

- No meeting held

### Personnel

- No meeting held

#### President

- None

## Items for Board Action

#### Consent Calendar

- Approval of Board Minutes
  - o Approve the minutes from the March 19, 2024 Board of Trustees meeting
- Fiscal Items
  - o Approve check numbers 3026 - 3054 and the listed ACH transactions for the month of March 2024.
  - o Approve the proposed 2023-2024 budget adjustments revenue & expenditures for the July 2023 through June 2024 school year
- Personnel
- Agreements/Contracts/Policies
  - o Approve first reading of Policy 1013: Special Education policy
  - o Approve the proposal to have Commercial Industrial Appraisal Services complete the appraisal of the current school building located at 915 South 13<sup>th</sup> Street in the amount of \$2,400
  - o Approval of the 2024-2025 academic school calendar
  - o Approval of the 2024-2025 Student Handbook & Code of Conduct

A motion was made by Mr. Ed Jaroch for approval of the consent calendar with a second by Mrs. Burton Conners. A roll call vote was then taken with all board members voting to approve the motion (*motion passed 6-0*).

## Old Business

## New Business

- Discussion of the LOI for From the Heart Church

## Adjournment

- The meeting was adjourned was at 7:25pm
- The next Board of Trustees meeting is scheduled for Tuesday, May 21<sup>st</sup>, 2024 at 6:00pm