



Sylvan Heights Board of Trustees Meeting Minutes 05-21-2024

Board of Trustees Members in attendance

Attendees included Ed Jaroch, Margaret Burton Conners, Debra Simpson-Buchanan, Erica Monroe, Chad Hotsko

Board of Trustees Members not in attendance

Members not in attendance included Nicole Moore and Amechie Walker

Staff/Public in attendance

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

School Staff: Lori Lauver, STEM/Federal Grant Coordinator

Interested Citizens:

Call to order

A meeting of Sylvan Heights Science Charter School was held at Sylvan Heights Science Charter School, 915 S. 13th Street, Harrisburg, PA 17104 on May 21, 2024. The meeting was called to order at 6:00pm. 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 May 21, 2024 prior to this meeting to discuss matters of safety & security.

Approval of Agenda

Motion to accept the agenda by Mr. Hotsko. This was seconded by Ms. Burton Conners. 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
- Significant amount of monies outstanding due to grant and tuition distribution delays

Principal

- Event Summary
 - Mobile Dentist at Sylvan Heights on May 6th & 7th; 51 students serviced
 - Kindergarten lottery was held on May 15th, 2024 at 4:00pm
 - Will begin 2024-2025 SY with a full complement of students
 - Title I Parent & Family Engagement Meeting was held on May 14, 2024
 - End of year 4th grade celebration scheduled for June 4th starting at 5:30pm
 - Last day of school for students & 10-month staff is June 5th, 2024
 - 25th Sylvan Heights Anniversary celebration postponed until September 7, 2024
 - Summer intervention & enrichment programs begin on June 10, 2024
- Documents for Review
 - Revised 2024-2025 Academic School year calendar
 - Memorandum of Understanding (MOU) with Steelton/Colonial Park Family Dentistry
 - Memorandum of Understanding (MOU) with Boyo Transportation for summer of 2024
 - Small group proposal with Capital Blue as the provider for medical, dental and vision insurance
 - Flexible Instructional Day Program

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
 - Approve the minutes from the April 30, 2024 Board of Trustees meeting and May 14, 2024 special board meeting
- Fiscal Items
 - Approve check numbers 3055 - 3077 and the listed ACH transactions for the month of March 2024.
- Personnel
- Agreements/Contracts/Policies
 - Approve second reading of Policy 1013: Special Education policy
 - Approve Memorandum of Understanding (MOU) with Steelton/Colonial Park Family Dentistry
 - Memorandum of Understanding (MOU) with the Dauphin County School Safety Task Force
 - Memorandum of Understanding (MOU) with Boyo Transportation for summer of 2024
 - 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, 2024
 - Approve the Flexible Instruction Day (FID) program application for the upcoming cycle
 - Approval of the 2024-2025 academic school calendar

A motion was made by Mrs. Simpson Buchanan for approval of the consent calendar with a second by Mr. Hotsko. A roll call vote was then taken with all board members voting to approve the motion (*motion passed 5-0*).

Old Business

New Business

- Mr. Jaroch is requesting more information about the potential to lease space in a new building

Adjournment

- The meeting was adjourned was at 6:17pm
- The next Board of Trustees meeting is scheduled for Tuesday, June 25th, 2024 at 6:00pm