

**Howard Gardner MI Charter School  
Board of Directors Meeting  
January 25, 2016**

The Howard Gardner MI Charter School (“HGMICS”) held a Board of Directors meeting on January 25, 2016. Dr. Susan Trussler called the public meeting to order at 7:05 P.M and then subsequently presided over the meeting. The HGMICS facility located at 1615 E. Elm Street, Scranton, PA was the location for the public work session and private board meeting. The following directors attended: Amy Kenton (via skype), Susan Trussler, Lou Nivert, Frances Langan and John Ruddy. Also in attendance were Maria Rozaieski, and Brent Pennington, Renee Dougherty and Erin Brennan, Esquire--Oliver, Price and Rhodes. Clarence Lamanna attempted to join via conference line but was unable to do so due to technical difficulties. Susan Trussler led those assembled in the Pledge of Allegiance and then took roll call for board members and administrators.

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|-------------------------|---------------|
| Dr. Trussler, President | <u>X</u>      |
| Mr. Ruddy               | <u>X</u>      |
| Ms. Alperin             | <u>Absent</u> |
| Dr. Langan              | <u>X</u>      |
| Mr. Nivert              | <u>X</u>      |
| Dr. Kenton (via skype)  | <u>X</u>      |
| Mr. Lamanna             | <u>Absent</u> |

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|---|----------|
| Administration:                                     |          |
| Maria Rozaieski, Interim CEO/Principal (non-voting) | <u>X</u> |
| Renee Dougherty, HR Mgr (non-voting)                | <u>X</u> |
| Brent Pennington, Business/Tech Mgr. (non-voting)   | <u>X</u> |

**Approval of Previous Minutes**

Fran Langan moved to accept the minutes from the December 15, 2015 meeting and John Ruddy seconded the motion. All directors voted in favor.

**Financial Update**

Brent Pennington provided a brief financial update. As of 01/25/2016, the account payable is \$178,215.47 and the accounts receivable are \$379,066.13. A board vote was not needed to approve the financial update.

### **School Matters and Policies**

On school matters and policies, Maria Rozaieski informed the board about several items. First, Ms. Rozaieski updated the board on the school's dismissal policy. There was discussion about having a separate school dismissal procedures document to provide the details and a step by step approach to the dismissal policy. Atty. Brennan stated that she would be happy to provide a legal perspective on the policy, but given her lack of perspective on HGMICS day to day activities, it would be hard for her to provide any guidance on the school procedures. Second, on enrollment and re-enrollment Ms. Dougherty provided several statistics: about ½ dozen families with students enrolled at HGMICS are moving out of NEPA. As a result, seat openings are expected in several grades. Even though applications for Fall 2016 enrollment just started, the school already has 50 applications across several different grades. The school needs 15 new kindergarten students. As in prior years, Judge Karoline Mehalchick will help the school run the lottery to ensure fairness for all the applicants. Third, the annual HGMICS golf tournament will be held on Saturday May 7<sup>th</sup>. A former board member Ellen Yuscavage, has agreed to organize the tournament again this year along with the help of a parent. Further information about the tournament is forthcoming. Maria suggested that the tournament letters be revised to accurately reflect where the funds will be designated. Funds raised from the tournament last year were designated to help fund the HGMICS playground and the opening of a new classroom. Fourth, the HGMICS parent forum has obtained its own tax ID number. They are sponsoring a Bingo fundraiser at the JCC in Scranton, on January 31, 2016. Lastly, the school has received \$5,000 in EITC funding from two independent sources. Regarding the 2016 EITC program, the school needs to alert all parents to the EITC program in an attempt to increase donations to the school.

### **Board Items**

On Board items, the board discussed the search for a permanent HGMICS CEO/CAO. (Maria Rozaieski holds an interim position.) The position will be advertised in the Scranton Times, Monster.com, and affiliated sites as well as on the school website. Lastly, Maria Rozaieski, Susan Trussler and Frances Langan are planning to register to attend the Keystone Alliance for Public Charter schools conference. The conference is being held on Thursday March 3<sup>rd</sup> and Friday March 4<sup>th</sup> in Hershey PA. As a result of the conference dates, the deadline for the HGMICS CEO/CAO director applications is Tuesday March 7<sup>th</sup>.

At 7:15, no other items of business were mentioned so Dr. Langan made a motion to adjourn the meeting.

**Next Board Meeting Date: Monday, February 16, 2016 at 7:00 p.m. at 1615 East Elm Street, Scranton, PA.**