

**Howard Gardner MI Charter School  
Board of Directors Meeting  
March 15, 2016**

The Howard Gardner MI Charter School (“HGMICS”) held a Board of Directors meeting on March 15, 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. The following directors attended: Amy Kenton, Frances Langan, Susan Trussler, Clarence Lamanna, Lou Nivert, and John Ruddy. Also in attendance were Maria Rozaieski, and Renee Dougherty. Susan Trussler led those assembled in the Pledge of Allegiance and then took roll call for board members and administrators.

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	<u>X</u>
Mr. Lamanna	<u>X</u>

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>Absent</u>

In addition Aaron Nivert attended the public meeting as a visitor.

**Approval of Previous Minutes**

Clarence Lamanna moved to accept the minutes from the February 16, 2016 meeting and Amy Kenton seconded the motion. All directors voted in favor.

**Financial Update**

John Ruddy provided a brief financial update in Brent Pennington’s (absent) stead. As of 03/15/2016, the accounts payable were \$169,980.36 and the accounts

receivable were \$360,256.13. In addition, the board briefly discussed the state budget impasse. A board vote was not needed to approve the financial update.

### **School Matters and Policies**

On school matters, Maria Rozaieski presented two topics: 1. School policies and the annual school lottery (for students to attend). First, the policies are broken into two parts – policies and procedures. Dr. Susan Trussler moved to approve the school's new dismissal policy. Dr. Amy Kenton seconded the motion. The Board voted unanimously in favor of the motion and there was no additional discussion of the topic. Second, the school recently held an annual lottery to determine the identities of students that would be allowed HGMICS attendance in the Fall of 2016. HGMICS recently sent out a letter notifying parents and students if they have been admitted or have been placed on the HGMICS waiting list.

On HGMICS facilities, Maria Rozaieski stated that HGMICS will be installing a new phone system on March 29<sup>th</sup> (discussed in February meeting). The phone system needed additional hardware because the phone system controls the exterior school doors. The Board determined that a vote was not needed concerning the school's facilities.

### **Board Items**

Susan Trussler discussed two items: the HGMICS strategic plan and the March 2016 Keystone Alliance for Public Charter schools conference. The conference was very informative and included session on creating and sustaining an effective charter school boards. The board discussed several items such as new board member orientation and training that would help with items such as board confidentiality. Also, Dr. Trussler stated that the Board had met earlier in the day to discuss the HGMICS strategic plan. In addition to discussing HGMICS enrollment and the school's expansion ideas, the board discussed the optimal size of the HGMICS board, the board's priorities and the board's composition. The HGMICS board currently has seven members. The Board discussed expanding the board's size to include nine members. Lastly, the strategic plan should also include a detailed analysis of how the school's expansion (number of enrolled students) should proceed year by year. On the Board expansion - Aaron Nivert, visitor,

asked if parents (of current HGMICS students) would be eligible for board seats. With the potential board expansion, two board seats would now be open. Susan Trussler stated that current parents would be eligible to become HGMICS board members. In addition, Aaron Nivert asked if the board planned to inform current parents (and the public) about the current school status. He stated that the State's budget impasse combined with the school's need to expand has parent's wondering about the school's current financial situation. Susan Trussler stated that the strategic planning meeting (earlier in the day) addressed this topic and the board plans to communicate with the parents in the near future. While the budget impasse has hurt other charter schools, HGMICS is in relatively good shape.

On personnel matters, Susan Trussler stated that HGMICS received three applications for the currently open CEO/principal position. The deadline for applications was in the first week of March. So the three applications are the final number of applications. Prior to the next board meeting, the board will review the applications such that it should have a much better idea as to the status of the search.

On other items, the Board discussed the HGMICS annual golf tournament. The 2016 tournament is scheduled to be held on Saturday May 7<sup>th</sup>. The school has already received several large sponsors to help with tournament fundraising. Each board member will receive raffle tickets to sell or purchase.

At 7:55, no other items of business were mentioned so Susan Trussler adjourned the meeting.

**Next Board Meeting Date: Tuesday, April 19 , 2016 at 7:00 p.m. at 1615 East Elm Street, Scranton, PA.**