

**Howard Gardner MI Charter School
Public Board Meeting
August 16th, 2016**

The Howard Gardner MI Charter School (“HGMICS”) held a Public Board of Directors meeting on Tuesday August 16th, 2016. Dr. Susan Trussler called the public meeting to order at 7:06 P.M and then subsequently presided over the meeting. The HGMICS facility, located at 1615 E. Elm Street, Scranton, PA and was the location for the public work session. The following directors attended: John Ezbiansky, Laila Kane, Amy Kenton, Clarence Lamanna, Frances Langan, John Ruddy, Susan Trussler and Stephanie Westington. Also in attendance were Renee Dougherty, Brent Pennington and Maria Rozaieski. 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. Ezbiansky	<u>X</u>
Ms. Kane,	<u>X</u>
Dr. Kenton	<u>X</u>
Dr. Lamanna	<u>X</u>
Dr. Langan	<u>X</u>
Mr. Ruddy	<u>X</u>
Mr. Nivert	<u>Absent</u>
Ms. Westington	<u>X</u>

Administration:

Maria Rozaieski, 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>

Kimberly Kost Scanlon of Oliver, Price and Rhodes was also in attendance. In addition, one public visitor attended: Ro Hume, grandparent of a Howard Gardner student.

The Board members had already approved the July 19th HGMICS Board meeting minutes via electronic (email) vote. Thus, the July meeting minutes did not require discussion or approval.

Brent Pennington provided a brief financial update and recap of the financial report. As of August 15th, the accounts payable balance was \$149,286.63 and the accounts receivable balance was 337,357.90. Ms. Hume asked about the overall financial health of the school. Mr. Pennington stated that we have money in the bank, increased enrollment and have not had to draw on our line of credit recently. Dr. Trussler stated that, as noted in last month's minutes, we are pleased with the school's overall financial health. Ms. Kane made a motion to approve the financial report which was seconded by Dr. Kenton. There was no additional discussion and all board members voted in favor of approving the report.

Maria Rozaieski reported on school matters. The school voluntarily participated in a risk vulnerability assessment, which HGMICS undertook to make the school facilities safer. The Pennsylvania State police performed the inspection and recommended additional exit informational signs in the school's hallways. In addition, the building's doors and classrooms will be renumbered to make the facilities easier to navigate. On a separate matter, HGMICS is hosting a new parent orientation on Thursday, August 25th at 6:00 pm. The school normally hosts about 20-25 parents of new students. The purpose of the orientation is to acclimate new parents to the HGMICS staff and facilities.

On Board items, Dr. Trussler stated that she was pleased to report that three new board members were in attendance. She welcomed John Ezbiansky, Laila Kane, and Stephanie Westington to the HGMICS Board. Dr. Trussler also addressed a matter concerning Friendship House. She has been in contact with Alex Hazzouri, Friendship House's President concerning heating and air conditioning units that they took with them when they sold the property to HGMICS. Dr. Trussler stated that Friendship House is considering donating or selling the units to HGMICS. No other board committee reports were provided.

On facilities, the HGMICS board discussed several items that had been authorized in last month's board meeting. First, HGMICS recently had a contractor perform an evaluation of the building's current roof. The purpose of the evaluation is to determine the roof's remaining useful

life, which would allow for budgeting for its eventual repair or replacement. The contractor should finalize his report in the next few weeks. Second, the retaining wall in the HGMICS parking lot, that had been hit by a school bus earlier the year, has been removed and the parking lot regraded. It had been determined that removing the wall would be more cost effective than repairing it. Third, Mr. Pennington stated that electrical contractors are currently upgrading the HGMICS electrical panels and lighting systems. The purpose is to make the school facilities safer and more functional. The work in the gymnasium is going as scheduled. New lighting and outlets make the gymnasium much more functional. Fourth, over each summer, HGMICS performs routine maintenance. This summer, some of the school's hallways have been re-painted, and carpeting is being cleaned. Lastly, the school annually performs kitchen compliance updates. It recently updated the gas line to make the kitchen safer.

On personnel matters, Maria Rozaieski provided a candidate resume to fill the current 7th and 8th grade teacher opening. Ms. Rozaieski has met and spoken to the candidate. The candidate Teri Miles, has a dual math and science certification, which makes her ideal for HGMICS. She also has experience teaching in the East Stroudsburg area and has a law degree (juris doctorate). Maria recommended Teri Miles for hire. Dr. Trussler made a motion to approve Teri Miles hire, which Dr. Lamanna seconded. All the board members voted in favor and there was no additional discussion of the matter. Ms. Rozaieski informed the Board that HGMICS still has position openings for a special education teacher and a classroom aide for the senior class.

On new business, Ro Hume spoke on behalf of several grandparents of current HGMICS students. As a matter of background, parents of the current students currently have the Parent Forum organization to support school matters. The grandparents would like to establish their own (new) group to work cooperatively with the current Parent Forum to support the school. Example activities include raising funds, grant writing, and writing/publishing a school newsletter for families. Ms. Hume stated that grandparents have resources that current parents do not. The example cited was free time to work on school matters. Most parents are working and raising families, whereas, many of the grandparents are retired and have significant time and skills, and in some cases financial resources. All of the grandparents efforts would be undertaken to help HGMICS. Atty. Kost-Scanlon stated that potential legal issues exist with such groups.

For example, the current parent forum is a separate legal entity (apart from HGMICS) and had to form its own 501c3 entity. This was necessary to mitigate HGMICS liability. She stated that any new forum would either have to be a separate legal entity or affiliate with the Parent Forum. In general, all the board members reacted positively to Ms. Hume's presentation. Dr. Trussler stated that she's pleased with the offer of support. Dr. Langan suggested that expanding the current Parent Forum to include family and friends might allow the grandparents an avenue to contribute to the school. This would avoid having to form a new 501c3 and incurring legal costs.

At 8:20, no other items of business were raised and Susan Trussler adjourned the meeting.