

**Howard Gardner MI Charter School
Public Board Meeting
September 20th, 2016**

The Howard Gardner MI Charter School (“HGMICS”) held a Public Board of Directors meeting on Tuesday September 20th, 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: John Ezbiansky, Laila Kane, Frances Langan, John Ruddy, Susan Trussler and Stephanie Westington. Also in attendance was Maria Rozaieski, school principal. 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>Absent</u>
Dr. Lamanna	<u>Absent</u>
Dr. Langan	<u>X</u>
Mr. Ruddy	<u>X</u>
Mr. Nivert	<u>X</u>
Ms. Westington	<u>X</u>

Administration:

Maria Rozaieski, Principal (non-voting)	<u>X</u>
Renee Dougherty, HR Mgr (non-voting)	<u>Absent</u>
Brent Pennington, Business/Tech Mgr. (non-voting)	<u>Absent</u>

Kimberly Kost Scanlon of Oliver, Price and Rhodes was also in attendance. In addition, two visitors were also in attendance 1. Ms. Cecelia Mecca of the NEIU and 2. Tony Nelson, current HGMICS parent.

The Board members had already approved the August 16th HGMICS Board meeting minutes via electronic (email) vote. Thus, the August meeting minutes were mentioned but did not require discussion or approval.

John Ruddy provided a brief financial update. As of August 31st, the accounts payable balance was \$108,147.38 and the accounts receivable balance was \$329,020.89. There were no comments or questions about HGMICS finances. Dr. Trussler asked for a motion to approve the financial report, which John Ruddy made and Lou Nivert seconded. All directors voted in favor of approving the financial report.

Regarding school matter and policies, Ms. Cecelia Mecca, Curriculum Specialist from the NEIU presented to the board concerning HGMICS' comprehensive plan progress. Ms. Mecca stated that she has been working with HGMICS faculty to develop a written curriculum for all HGMICS grades. This requires curriculum mapping which requires specific goals for each subject in each grade. By the end of the 2016-2017 academic year, the school should have a specific written curriculum for each subject in each grade. This would allow for each grade to have critical content in the curriculum. The curriculum could then be compared to the student testing results.

Ms. Rozaieski then provided a brief update on three items: 1) CPR and first aid training – prior to the start of the 2016-2017 school year. Previously, only the school nurse was trained in CPR and first aid. As a result of a recent workshop, the entire HGMICS staff is now trained in CPR and first aid training; 2) HGMICS is having 3 weeks of outdoor education this Fall and Spring. Grades 3 through 8 will have classes outside. While the classes are outside, the planned lessons will focus on learning about the outside environment. 3) HGMICS will host school nights on 9/22 and 9/29. On these dates, the school will have parents visit the campus. Students will have an opportunity to show parents classrooms and the school work being done during the school day. It's a nice opportunity for parents to see where their children learn, work and play during school hours.

Dr. Trussler had two board items to discuss. First, she proposed the creation of a number of Board of Trustee committees. She proposed the following committees for the 2016-2017 school year:

Finance:	John Ruddy, Lou Nivert, Stephanie Westington
Strategic Planning:	Clarence Lamanna, Amy Kenton, John Ezbiansky, Laila Kane
Personnel:	Susan Trussler, Fran Langan, Laila Kane
Facilities:	Lou Nivert, John Ruddy, Amy Kenton
Development:	Clarence Lamanna, John Ezbiansky, Stephanie Westington

In addition, Dr. Trussler proposed two ad hoc committees: Salaries and Benefits comprised of Susan Trussler, Fran Langan, and John Ruddy, and an Ad Hoc Committee on Classroom Environment and Instructional Materials comprised of Amy Kenton, Laila Kane, and Clarence Lamanna. Lastly, a nominating committee will need to form in the Spring to consider any possible hiring and/or Board members that HGMICS may need prior to the start of the 2017-2018 academic year. Susan made a motion to approve the committees which Laila Kane seconded. All directors voted in favor of the motion, thus approving the proposed committees for the year.

The second board items regarded the board training. The directors discussed potential dates and times for a three hour training session. It was agreed that the Board would attempt to meet on Thursday October 13th from 5:00 until 8:00 pm at either the University of Scranton or Keystone College for the training.

On facilities, Lou Nivert provided details of the recent roof assessment of the school's main facility. The good news is that, if the recommended maintenance and repairs are performed, the consultant's estimate of the roof's remaining life is 11-12 years. Mr, Nivert stated that the report does not provide an estimate of the cost of the recommended maintenance/repairs. Regarding the parking lot, the retaining wall work and parking lot pavement work is complete. As a reminder to those new to HGMICS meetings, a school bus hit and damaged the retaining wall in the Spring 2016. Ms. Rozaieski stated that the school recently received an insurance reimbursement check which covered the cost of a portion of the costs of paving and retaining wall removal.

On personnel matters, Maria Rozaieski stated that the school nurse recently resigned. HGMICS is attempting to fill the vacancy and has had several applicants for the open position.

A brief discussion ensued concerning nurse licensing and certifications. While 75% of all HGMICS staff must be certified (this % includes the school nurse), the nurse would need to be licensed.

On other items, the grandparent forum group will operate under the parent forum. Ro Hume had spoken in the August meeting on behalf of several grandparents of current HGMICS students. The grandparents had proposed operating outside of the parent forum and on behalf of HGMICS. Atty. Kost-Scanlon stated that she had researched the grandparent forum and stated that due to its mission and goals, the parent forum is a perfect fit to house the grandparent forum. A brief discussion ensued that the grandparent forum should also include “friends”. The goal is that more than just biological grandparents would be included in the forum. It would include all family members and friends of students from all different types of families.

On new business, the Board discussed several topics. 1) Ms. Rozaieski informed the board that pictures taken by Emma Black, recent University of Scranton journalism graduate, are now available. Ms. Rozaieski will share the pictures via email and some of the pictures may be posted to the HGMICS website; 2) the school’s recent efforts to work with Friendship house regarding 18 wall air conditioning units have been successful. Susan Trussler worked with Alex Hazzouri of Friendship House to acquire the units for HGMICS. Dr. Trussler was pleased to report that Mr. Hazzouri agreed to provide the units to HGMICS at no charge; 3). Lastly, John Ezbiansky informed that volunteers helped the school form a kindergarten to 3rd grade basketball program. Roughly 45 students will be participating in basketball practices. The hope and goal is to build a basketball program for the school. Mr. Ezbiansky stated that the basketball coach has plenty of volunteers to help with practices and games.

At 8:15, no other items of business were raised. Fran Langan made a motion to adjourn and Susan Trussler subsequently adjourned the meeting. The next HGMICS Public Board meeting is scheduled for Tuesday October 18th at 7:00 pm.