

**Howard Gardner MI Charter School
Board of Directors Meeting
May 19, 2015**

The Howard Gardner MI Charter School (“HGMICS”) held a Board of Directors meeting on May 19, 2015 at 6:38 P.M. for the public work session and regular meeting at 1615 E. Elm Street, Scranton, Pennsylvania. The following directors were in attendance: Michelene Pagnotti, Lou Nivert, Susan Trussler, Amy Kenton and Ellen Yuscavage. Also in attendance were Maria Rozaieski, Brent Pennington, Pam Kobierecki, and Renee Dougherty. Public attendees were Kristen McCann and Megan Swann. Susan Trussler called the meeting to order and presided over the meeting.

Susan Trussler led the Pledge of Allegiance.

Board Roll Call was taken:

Dr. Trussler, President	<u>X</u>
Ms. Pagnotti, Secretary	<u>X</u>
Ms. Yuscavage	<u>X</u>
Dr. Langan	<u>Absent</u>
Mr. Nivert	<u>X</u>
Dr. Kenton	<u>X</u>
Mr. Speicher	<u>Absent</u>

Administration:

Maria Rozaieski, Interim CEO/Principal (non-voting)	<u>X</u>
Pam Kobierecki, S.I.P. (non-voting)	<u>X</u>
Renee Dougherty, HR Mgr (non-voting)	<u>X</u>
Brent Pennington, Business/Tech Mgr (non-voting)	<u>X</u>
Maria Diebert, Accountant (non-voting)	<u>Absent</u>

The motion was made by Ellen Yuscavage and seconded by Amy Kenton to approve the minutes of the April 21, 2015 board of directors meeting. All the directors voted yes.

First Public Hearing on Agenda items only

Visitors may comment or ask questions pertaining to any items listed on the agenda. Names and residence will be recorded before remarks are made.

<u>Name/home school district</u>	<u>Topic/Issue</u>
Kristen McCann/Scranton SD	Parent Forum meeting questions/Lower lot
Megan Swann/Scranton SD	Parent Forum

The financial report as of May 19, 2015 was given by Brent Pennington. The accounts receivable balance is \$185,206.77 and the accounts payable balance is \$74,167.74. The motion was made by Lou Nivert and seconded by Ellen Yuscavage to approve the financial report as presented. All directors voted yes.

Maria Rozaieski gave the following Principal Report:

1. Financial Matters

- a) Tax Lien-The tax lien published in the newspaper was made in error by the state. The school owed money to the unemployment compensation fund. The state said if the amount owed was paid there wouldn't be any interest. HGMICS paid the amount due. The Department of Labor and Industry sent a letter to the school saying nothing was owed.
- b) Golf Tournament-Ellen Yuscavage reported the golf tournament netted \$11,863. Susan Trussler thanked Ellen for all her work.

2. School Matters

- a) Title I Monitoring-Title I monitoring was completed. They review if in compliance. The school is waiting for the report to see what's needed to refine the program.
- b) Comprehensive Plan-The NEIU Curriculum Specialist helped Maria go through the Comprehensive Plan to see what was accomplished and what needs to be revised. The plan needs to be posted for 30 days and submitted to the PDE.
- c) Curriculum Materials-Maria received price quotes for a reading series. She reviewed what components fit the curriculum. Materials will be ordered over the

summer. The Curriculum Committee narrowed down to three different options and made a selection for materials for grades 1, 2, 3 and 4.

3. Student Matters

- a) Graduation-Graduation will be held on June 9th. There will be a ceremony followed by dinner.
- b) Outdoor Education-Three grades have completed outdoor education and the Intermediate class will participate this week. The senior class spent two days at Nay Aug Park.
- c) Field Trips-The Upper Class is going to Philadelphia. Kindergarten is going to the Lackawanna College Environmental Center. The Senior Class field trips are kayaking, Hershey Park, and the Career Tech Center.
- d) Reading Competition-The 5th, 6th, 7th and 8th grades participated in a NEIU reading competition.
- e) Math Competition-The 5th, 6th, 7th and 8th grades will compete in a math competition next week.
- f) Ukulele and Glee Club-The Ukulele and Glee Club are performing at the Century Club on May 30th.
- g) Career Fair-A Career Fair organized by Jade will be held on May 25th. Parents and community members will do presentations.
- h) Field Day-Field Day is on June 5th with a rain date of June 10th. The Parent Forum is coordinating activities.
- i) School-wide Positive Behavioral Support (SPBS)-The Parent Forum is sponsoring Mr. Scoops ice cream truck for the students.
- j) Classroom Plays-The Primary class is doing a play on Friday. The 5th and 6th grades are performing at St. Thomas Hall in North Scranton.

4. Facilities

- a) Trigard submitted a worse case high estimate to fix the door of \$1,400.
- b) Lower Lot-The school is trying to sell the lower property. The buildings need to be assessed if usable. Susan Trussler asked any parents to submit proposals to demolish the buildings. Susan said the charter school board training recommends we get RFQ's (Request for Qualifications) then RFI's (Request for Information).

Megan Swann said the Parent Forum (“PF”) volunteer form asks the parents to list where they work and their skill sets. Kristen McCann represents a small group of parents interested in the lower lot. She thanked the board for attending the PF meeting. Her group is looking at business opportunities for the property such as not selling the property, demolishing the buildings and/or creating a high school. The group is developing preliminary plans they would like to share with the board. The group is self-funded and staffed and want to look at the lower lot buildings and feasibility for a high school, day care or athletic center. She asked the board to halt discussions of demolishing the buildings. They would like access to the lower lot to assess feasibility of future business opportunities. Lou Nivert suggested they go through the realtor. Susan Trussler asked that they submit a written proposal addressed to the Board and sent to her.

5. Personnel

- a) Collins Writing Program-Four teachers, 3rd to 8th grades, went to the NEIU for the Collins Writing Program training.
- b) Board Training-Susan Trussler and Maria Rozaieski attended a charter school board training seminar last week and came back with many ideas to improve the board meetings.
- c) 504 and IEP training-The Special Education teacher and the Guidance Counselor were sent to training.
- d) Mandatory Reporter and C.A.R.E. training-All teachers completed mandatory reporter training and C.A.R.E. training. A mandatory reporting policy needs to be created for enrichment programs.

Megan Swann asked about EITC renewal. Maria Rozaieski is working on this.

New Business

The following policies were approved electronically by the Board of Directors:

The Comprehensive Plan.

Second Public Hearing of Visitors to any school related topics.

Name/home school district

Topic/issue

There being no further business, Ellen Yuscavage moved to adjourn the meeting.
Lou Nivert seconded and all directors voted in favor. The meeting adjourned at 7:50 P.M.

Respectfully submitted,

Michelene Pagnotti
Secretary

Next Board Meeting Date: Tuesday, June 16, 2015 at 6:30 p.m. at 1615 East Elm Street, Scranton, PA.