

**Howard Gardner MI Charter School  
Public Board Meeting  
July 18, 2017**

The Howard Gardner MI Charter School (HGMICS) held a Public Board of Directors meeting on Tuesday, July 18, 2017. Dr. Susan Trussler called the public meeting to order at 7:20 PM 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, Dr. John Ruddy, Laila Kane, Dr. Amy Kenton, Lou Nivert, Dr. Susan Trussler, and Stephanie Westington. Also in attendance were Maria Rozaieski, School Principal and Renee Dougherty, HR Manager. No public visitors were present at the meeting.

Susan Trussler led those assembled in the Pledge of Allegiance and then took roll call for the board members and administrators.

**Directors**

Dr. Susan Trussler, President	X
Dr. Frances Langan, Vice President	Absent
Dr. John Ruddy, Secretary	X
Mr. John Ezbiansky	X
Ms. Laila Kane	X
Dr. Amy Kenton	X
Dr. Clarence Lamanna	Absent
Mr. Lou Nivert	X
Ms. Stephanie Westington	X

**Administration**

Maria Rozaieski, Principal (non –voting)	X
Renee Dougherty, HR Manager (non-voting)	X

Kimberly Kost Scanlon, Attorney at law from Oliver Price and Rhodes, attended the meeting.

The Board members briefly discussed the May and June 2017 meeting minutes. Laila Kane made a motion to approve the May meeting minutes. Amy Kenton seconded the motion and all directors voted in favor of approving the motion. Subsequently, Laila Kane made a motion to approve the June meeting minutes. Stephanie Westington seconded the motion and all

directors voted in favor or approving the motion. Thus, the HGMICS board unanimously approved both the May and June meeting minutes.

The Board reviewed the financial report prepared by Charter Choices for the period ending June 30, 2017. In brief, total revenues to date are \$3,021,791; total expenditures are \$2,418,610. For a more detailed account of these items please see the attached sheet. No discussion followed and John Ezbiansky made a motion to approve the financial report. Lou Nivert seconded the motion. The Board unanimously approved the financial report.

The Board also discussed the draft 2017-2018 financial budget. Susan Trussler reminded everyone that we approved the budget in the June 2017 HGMICS board meeting. We are awaiting data to potentially update the budget. The finance committee and a representative from Charter choices should meet or have a conference call to discuss the data in the coming weeks.

Regarding school matters and policies, Maria Rozaieski presented three items to the board:

1. The Olweus Bullying Program is a well-known program in the area that helps prevent bullying. A team of HGMICS representatives recently attended an Olweus Bullying Program training session at the NEIU. Those representatives will train the rest of the HGMICS staff on how to prevent bullying. It's important that everyone knows how to address this critical issue.

2. HGMICS has applied to have the National School Lunch Program at the school this coming academic year.

3. FNCB Bank renewed the HGMICS line of credit (LOC). HGMICS reduced the LOC from \$300,000 to \$150,000 in order to decrease the fees on the LOC. The LOC had been previously increased to \$300,000 during the state's budget impasse. Now that the state budget is no longer an issue, there's no reason to maintain a high LOC balance.

Regarding Board Items, Susan Trussler informed the board members that Dr. Marie George has continued her consulting work for HGMICS on the school's operational effectiveness. Dr. George has completed interviews of 10 focus groups and 4 individuals. The HGMICS board expects to receive a final report for review in the next few weeks. On facilities, the HGMICS board addressed one matter which required a vote. The matter involves a proposed tool/equipment shed to house lawnmowers, power equipment and other items such as gasoline. Some of these items cannot be housed inside the school for safety reasons. The three bids received were discussed. Board members suggested accepting a proposal from Sheds by Taylor

Structures to install a 14 foot by 40 foot shed at an estimated cost of \$11,725. Lou Nivert made a motion to accept the proposal. John Ruddy seconded the motion. All directors voted in favor of the motion.

In regards to personnel, the HMICS board discussed making offers to 5 people for position openings. Susan Trussler made a motion and Laila Kane seconded the motion to make five offers, as follows:

1. 3rd/4th Grade teaching position - Ciara Cawley at \$33,000
2. 3rd/4th Grade Aide position - Katie Hoban at \$20,000
3. 3rd/4th Grade Aide position - Katlyn Hicks at \$20,000
4. Information Technology (IT) Position - Drew Rowe, \$33,000
5. Physical Education/Health Position - Megan Tomcykoski - \$33,000

All directors voted in favor of making the five offers.

On new business, Laila Kane brought up the issue of School Policies. Laila Kane and Clarence Lamanna, as part of the board's policy review sub-committee, have been working on developing and revising school policies. Over each of the next several Board meetings, that sub-committee will present policies for the Board's consideration. There were no actions on school policies in the current meeting.

At 8:15 PM, no further items of business were raised and Dr. Susan Trussler asked for a motion to adjourn, which Lou Nivert provided. The next HGMICS Public Board meeting is scheduled for Tuesday, August 15, 2017 at 7:00 PM.

Howard Gardner Multiple Intelligence CS  
Budget vs. Actual Report - For the 1 Month Ending July 31, 2017

	<u>2018 Budget</u>	<u>July Activity</u>	<u>Balance Remaining</u>	<u>% Remaining</u>
<b>Local Revenue</b>				
1. Per Pupil Tuition	\$2,895,018	\$208,904	\$2,686,114	92.8%
2. Food Service	\$20,000	\$0	\$20,000	100.0%
3. Miscellaneous	\$69,326	\$1,488	\$67,838	97.9%
<b>State Revenue</b>				
4. Health Reimb.	\$6,000	\$0	\$6,000	100.0%
5. Ready To Learn Block Grant	\$14,500	\$0	\$0	0.0%
<b>Federal Revenue</b>				
6. Title I&II, SIG, IDEA	\$188,776	\$0	\$188,776	100.0%
<b>TOTAL REVENUE</b>	<u><b>\$3,193,620</b></u>	<u><b>\$210,393</b></u>	<u><b>\$2,968,727</b></u>	<u><b>93.0%</b></u>
<b>Salaries &amp; Benefits</b>				
7. Inst. Salaries	\$992,899	\$974	\$991,925	99.9%
8. Inst. Benefits	\$480,897	\$10,167	\$470,730	97.9%
9. Support Salaries	\$345,176	\$6,978	\$338,198	98.0%
10. Support Benefits	\$152,486	\$6,499	\$145,987	95.7%
<b>Total Salaries &amp; Benefits</b>	<u><b>\$1,971,458</b></u>	<u><b>\$24,618</b></u>	<u><b>\$1,946,840</b></u>	<u><b>98.8%</b></u>
<b>Purchased Services</b>				
11. Inst. Services	\$236,600	\$0	\$236,600	100.0%
12. Support Services	\$182,000	\$16,846	\$165,154	90.7%
13. Facility Services	\$162,405	\$1,837	\$160,568	98.9%
14. Debt Service	\$96,000	\$7,558	\$88,442	92.1%
<b>Total Purchased Services</b>	<u><b>\$677,005</b></u>	<u><b>\$26,240</b></u>	<u><b>\$650,765</b></u>	<u><b>96.1%</b></u>
<b>Supplies &amp; Materials</b>				
15. Inst. Supplies & Mat.	\$75,714	\$1,303	\$74,411	98.3%
16. Support Supplies & Mat.	\$6,850	\$750	\$6,100	89.0%
17. Facility Supplies & Mat.	\$38,800	\$0	\$38,800	100.0%
<b>Total Supplies &amp; Materials</b>	<u><b>\$121,364</b></u>	<u><b>\$2,054</b></u>	<u><b>\$119,310</b></u>	<u><b>98.3%</b></u>
18. Student Activities	<u>\$34,500</u>	<u>\$5,955</u>	<u>\$28,545</u>	<u>82.7%</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$2,804,327</b></u>	<u><b>\$58,866</b></u>	<u><b>\$2,745,461</b></u>	<u><b>97.9%</b></u>
<b>NET INCOME (DEFICIT)</b>	<u><u><b>\$389,293</b></u></u>	<u><u><b>\$151,526</b></u></u>		