

Howard Gardner MI Charter School

Public Board Meeting

December 19, 2017

The Howard Gardner MI Charter School ("HGMICS") held a Public Board of Directors meeting on Tuesday, December 19, 2017. Dr. Susan Trussler called the public meeting to order at 7:25 PM and then subsequently presided over the meeting. The HGMICS facility, located at 1615 East Elm Street, Scranton, PA was the location for the public work session. Dr. 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	X
Dr. John Ruddy, Secretary	Absent
Mr. John Ezbiansky	X
Ms. Laila Kane	X
Dr. Amy Kenton	X
Dr. Clarence Lamanna	X
Mr. Lou Nivert	X
Ms. Stephanie Westington	Absent

Administration

Dr. Marie, George, CEO (non-voting)	X
Maria Rozaieski, Principal (non –voting)	X

Kimberly Kost Scanlon, Esq. of Oliver, Price and Rhodes was also in attendance. No guests were in attendance. The motion was made by Dr. Fran Langan to approve the November 21, 2017 minutes and seconded by Laila Kane. There was no further discussion of the November minutes and all directors voted in favor of approving the minutes.

The Board members reviewed the financial statement prepared by Charter Choices for the period ending November 30, 2017. Lou Nivert reported that the revenue to date is \$1,281,004 with expenditures of \$1,005,734 resulting in a net income of \$227,270. Laila Kane made a motion to accept the report and it was seconded by John Ezbiansky. The Board unanimously approved the year-to-date monthly financial report.

The Board reviewed the annual audit report prepared by McGrail, Merkel and Quinn and that was previously reviewed by the Audit Committee. Lou Nivert made a motion to accept the Annual Audit for the 2016-2017 fiscal year ending June 30, 2017 and the motion was seconded by John Ezbiansky. The Board voted unanimously to accept the annual audit report.

Regarding school matters and policies:

Dr. Marie George, CEO, provided a written monthly report. The report addressed the following topics. An annual increase of 9% was negotiated for employee health coverage with Highmark effective January 2018 and open enrollment was completed. The Pilot Tuition Assistance Program has been positively received by the teachers who plan to pursue graduate education coursework. The alternative 403(b) pension program with PenServ was activated with eligible employees registered. Plans to update the School's website are underway and a survey to assess the current web site will be distributed to parents and employees in January 2018. Three smart boards were purchased for the three pre-primary classes and will be installed January. Assessment of the services provided by Charter Choices is taking place and a review of the insurance coverage is underway. Accordingly, meetings with Ryan Schumm from Charter Choices and Eric Weinberg and Carl Witkowski from Presidio Insurance were held. Dr. George also summarized her recent visit with the CEO and Business Manager at Bear Creek Community Charter School.

Maria Rozaieski, Principal, provided a written monthly report which highlighted the following topics. Parent-teacher conferences were recently held on December 7 & 8 with excellent attendance. Ms. Rozaieski recently attended a one-day Standards Aligned System (SAS) conference, which was funded by the NEIU and addressed 'focus schools'. Student Assistance Program (SAP) training was attended by two staff and was jointly provided by the NEIU and Lackawanna/Susquehanna County Office of Drug and Alcohol. Ms. Rozaieski and teachers from each level attended a training at the NEIU entitled, using CDT (classroom diagnostic test) data to develop student learning outcomes. A successful winter holiday celebration, held by the Parent Forum, took place on December 9th at the school with a record turnout.

Personnel: A motion was made by Dr. Susan Trussler to approve the updated Business Manager job description and to immediately launch a search to fill the position. The motion was seconded by Laila Kane and the Board vote was unanimous in favor.

Development: Dr. Marie George reported that the date for the 2018 Golf Tournament is set for Saturday, May 26, 2018 at Pine Hills Country Club. Barbara Nivert will coordinate this year's tournament and will begin to recruit volunteers in January 2018.

New Business: On behalf of the Personnel Committee, Dr. Susan Trussler made the motion to extend Dr. Marie George's position to June 30, 2019 and to remove the Interim status, effective January 1, 2018. The motion was seconded by Dr. Fran Langan and all directors voted unanimously to approve the motion.

At 8:10 p.m. and with no additional items of business, Dr. Clarence Lamanna made a motion to adjourn, which was seconded by Laila Kane. The next HGMICS Public Board meeting is scheduled for **Tuesday, January 16, 2018 at 7:00 PM.**

Submitted by:

Fran Langan