

Howard Gardner MI Charter School
Public Board Meeting
January 17, 2017

The Howard Gardner MI Charter School (HGMICS) held a Public Board of Directors meeting on Tuesday, January 17, 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 E. Elm Street, Scranton, PA was the location for the public work session. The following directors attended: John Ezbiansky, Laila Kane, Lou Nivert, Dr. Susan Trussler, Stephanie Westington, Dr. Frances Langan, and Dr. Amy Kenton. Also in attendance were Maria Rozaieski, school principal and Mike O'Brien, attorney from Oliver, Price and Rhodes standing in for Kimberly Kost Scanlon. 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	X
Mr. John Ruddy	Absent
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 Mgr (non-voting)	Absent

The Board members unanimously approved the Board meeting minutes from the December 20, 2015 Meeting. The motion was made by Louis Nivert and seconded by Laila Kane. There was no further discussion of the December minutes and all directors voted in favor of approving the minutes.

The Board members reviewed the financial statement prepared by Charter Choices for the month ending December 2016. The discussion that followed was to determine that page 1 of the Charter Choice monthly financial report for the month ending December 2016 would be posted on the website with the minutes of this meeting. That will be the procedure going forward. John Ezbiansky made a motion to approve the financial statement and it was seconded by Stephanie

Westington. The Board unanimously approved the December financial report.

Regarding school matters and policies, Maria Rozaieski provided an update on the funds received from EITC. She reported that checks were received from FNCB in the amount of \$2,000.00, \$3,000.00 from Waste Management and \$1,000 from Weis Markets. Stephanie Westington asked how the money is allocated in the school funds and Maria reported that the funds are used for STEM materials and technology. Dr. Amy Kenton suggested that the school hold another meeting open to the public to disseminate information on the EITC program that would increase the funds we received. She also asked that we check deadline dates for applications.

It was also reported by Maria that today's date was the close of re-enrollment. Forms for new enrollment are now to be posted online and open until March 1, 2017. The lottery to fill openings in the classes will follow soon thereafter.

Committee reports are as follows:

Development: John Ezbiansky reported that he would be meeting with Stephanie Westington and Dr. Clarence Lamanna and Jason Morrison (a parent of an enrolled student) who works in fundraising for the Healy Foundation. Stephanie asked if we have marketing materials that could be used. Maria reported that there are materials. It was also discussed that a list of vendors should be compiled in an effort to attain more funds.

Facilities: Louis Nivert reported that the cost of the proposal by Mark Sobeck to solicit bids and oversee the work for the needed preventative roof maintenance (See report that was submitted in August, 2016) is \$3,345. Discussion about the estimates and the need for the work followed. A motion to contract this service was made by John Ezbiansky and seconded by Dr. Amy Kenton. The Board voted unanimously to approve this motion.

Maria reported that she is pursuing bids for the cleaning of the ducts in the main building. The approved duct cleaning of the Early Childhood Center is complete. Maria is also in the process of preparing a report for the Board concerning future classroom expansion, best usage of the outdoor building, and possible need for a shed to house equipment and materials that cannot be stored in space utilized by students.

Personnel: Maria reported that she will also be preparing a report on staff needs for the new Intermediate classroom that will be opened for the next school year. The part time IT consultant is checking his schedule to see if he can spread out his hours "in house" during the week to be able to better address the needs of the school. He will also help train his replacement.

Dr. Amy Kenton suggested that we contact Alex Schuh to help structure the future growth of HGMICS. This would encompass looking at possible need for an Assistant Principal and for an IT person who could possibly double as a certified IT teacher. The funds to work

with Mr. Schuh have already been approved. Dr. Susan Trussler and Dr. Amy Kenton agreed to contact Mr. Schuh and determine what he can be contracted to do within the budget constraints

Dr. Susan Trussler reported that she has investigated whether we can re-apply to the Taiwanese Government for another cooperative grant (with the University of Scranton) to fund our Mandarin program. HGMICS has been the recipient of this grant for the past six years. The Taiwanese entity (TECO) replied that we would be eligible, but advised that we (HGMICS and U of S) may want to consider increasing our share of the costs in any future application. She will approach the University and prepare/submit the grant proposal. If the grant is not approved, further discussion will be held on how to continue the teaching of Mandarin at HGMICS.

Dr. Susan Trussler asked for a motion for the Board to study the salaries for all of the full-time classroom aides and the full time non-classroom personnel. The plan is for the personnel committee to bring forward a proposal for salary recommendations which, if approved at the February 21, 2017 meeting, would be retroactive to January 1, 2017. Laila Kane made a motion, which was seconded by Dr. Frances Langan. The Board voted unanimously to approve the motion.

Under Other Items/New Business, Maria reported that the annual Golf Tournament is scheduled for May 13, 2017. Sandy Fasula is coordinating a committee to oversee this fundraising event. Save the date cards will be sent out. The Parent Forum has scheduled the “Bingo” fund raiser for January 29, 2017. Maria distributed the flyer to all in attendance.

At 8:35 PM, no further items of business were raised and Dr. Susan Trussler asked for a motion to adjourn which was provided by Lou Nivert. The next HGMICS Public Board meeting is scheduled for Tuesday, February 21, 2017 at 7:00 PM.

Howard Gardner Multiple Intelligence CS
Budget vs. Actual Report for the Seven Months Ending January 2017
42% of Fiscal Year Remaining

	2017 Budget	July-Jan Activity	Balance Remaining	% Remaining
REVENUES				
Local Revenue				
1. Per Pupil Tuition	\$2,604,167	\$1,543,200	\$1,060,967	40.7%
2. Food Service	\$14,000	\$9,776	\$4,225	30.2%
3. Miscellaneous	\$30,500	\$19,706	\$10,794	35.4%
State Revenue				
4. Health Reimb.	\$3,200	\$0	\$3,200	100.0%
5. Ready To Learn Block Grant	\$0	\$7,249	\$0	0.0%
Federal Revenue				
6. Title I&II, SIG, IDEA	\$143,988	\$47,777	\$96,211	66.8%
TOTAL REVENUE	\$2,795,855	\$1,627,707	\$1,175,397	42.0%
EXPENDITURES				
Salaries & Benefits				
7. Inst. Salaries	\$888,264	\$451,294	\$436,970	49.2%
8. Inst. Benefits	\$322,276	\$219,135	\$103,141	32.0%
9. Support Salaries	\$472,650	\$173,377	\$299,273	63.3%
10. Support Benefits	\$166,909	\$96,215	\$70,694	42.4%
Total Salaries & Benefits	\$1,850,099	\$940,021	\$910,078	49.2%
Purchased Services				
11. Inst. Services	\$146,742	\$44,165	\$102,577	69.9%
12. Support Services	\$199,354	\$76,326	\$123,029	61.7%
13. Facility Services	\$169,780	\$86,689	\$83,092	48.9%
14. Debt Service	\$93,600	\$66,465	\$27,135	29.0%
Total Purchased Services	\$609,476	\$273,644	\$335,832	55.1%
Supplies & Materials				
15. Inst. Supplies & Mat.	\$40,000	\$26,384	\$13,616	34.0%
16. Support Supplies & Mat.	\$19,110	\$13,914	\$5,196	27.2%
17. Facility Supplies & Mat.	\$8,200	\$3,976	\$4,224	51.5%
Total Supplies & Materials	\$67,310	\$44,275	\$23,035	34.2%
18. Student Activities	\$12,000	\$9,895	\$2,105	17.5%
TOTAL EXPENDITURES	\$2,538,885	\$1,267,835	\$1,271,050	50.1%
NET INCOME (DEFICIT)	\$256,970	\$359,872		