

Howard Gardner MI Charter School
Public Board Meeting
June 20, 2017

The Howard Gardner MI Charter School (HGMICS) held a Public Board of Directors meeting on Tuesday, June 20, 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, Dr. John Ruddy, Laila Kane, Dr. Amy Kenton, Dr. Clarence Lamanna, Lou Nivert, Dr. Susan Trussler, and Stephanie Westington. Also in attendance was Maria Rozaieski, school principal. 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 (via conference line)
Dr. Clarence Lamanna	X
Mr. Lou Nivert	X
Ms. Stephanie Westington	X

Administration

Maria Rozaieski, Principal (non –voting)	X
Renee Dougherty, HR Manager (non-voting)	Absent
Kimberly Kost Scanlon, Attorney at law from Oliver Price and Rhodes,	attended

the meeting.

The Board members briefly discussed the May 2017 meeting minutes. The May meeting

minutes are still in draft form and should be completed prior to the July 2017 meeting. The HGMICS Board will vote on the May meeting minutes at that time.

The Board reviewed the financial report prepared by Charter Choices for the period ending May 30, 2017. In brief, total revenue to date is \$2,524,191; total expenditures are \$2,121,514. For a more detailed account of these items please see the attached sheet. No discussion followed and Stephanie Westington made a motion to approve the financial report. Laila Kane seconded the motion. The Board unanimously approved the financial report.

The Board also considered the draft 2017-2018 financial budget. The Board reviewed and discussed the budget figures compared to the 2016-2017 budget. Based on the most recent data and estimates, HGMICS estimates that the school's revenues and expenditures will net to a surplus of \$206,410 for the 2018 fiscal year. No discussion followed and John Ruddy made a motion to approve the 2017-2018 budget as presented by Charter Choices. John Ezbiansky seconded the motion. The Board unanimously approved the proposed 2017-2018 budget.

Regarding school matters and policies, Maria Rozaieski presented four items to the board: 1. On Charter renewal, HGMICS is at the end of its 5th and final year of its current charter. HGMICS has not yet received anything regarding its charter renewal from the authorizing districts (Scranton and Abington). As a result, without action from the districts by July 1, the charter should be deemed automatically renewed. The school's solicitor will be exploring the implications of this situation; 2. Marywood University recently inquired if HGMICS would consider utilizing Marywood student teachers. HGMICS has previously had an exclusive student teaching relationship with Keystone College; 3. HGMICS needs to consider what additional school policies it would like to adopt. HGMICS has obtained a copy of all school policies from another charter school, and Laila Kane has been conducting a policy review. Once the HGMICS board policy review subcommittee has completed its review of all policies, the Board solicitor will review the proposed policies. The HGMICS Board will then consider the proposed policies for approval; and 4. HGMICS has received a service agreement contract from the NEIU. A brief discussion about NEIU services ensued. Laila Kane made a motion to enter into an inter-governmental educational services agreement with the NEIU for the 2017-2018 school year. John Ezbiansky seconded the motion. The Board unanimously approved the motion

concerning the NEIU. It was the only matter concerning HGMICS school policies that required a Board vote.

Regarding Board Items, Susan Trussler presented two matters, both of which required Board approval. First, she addressed a school salaries and benefits matter. HGMICS currently offers \$972 each year for employees to opt out of the school's health, dental and vision insurance benefits coverage. The opt-out amount has not been updated in a number of years, and as a result, is low relative to what other employers offer. Susan Trussler made a motion to increase the opt-out payment for health dental and vision insurance benefits coverage from \$900 to \$1,500. Lou Nivert seconded the motion. The Board unanimously approved the motion to increase the opt-out payment. Second, Susan Trussler made a motion to approve a consulting contract with Dr. Marie George in the amount of \$6,100. With HGMICS Board permission, Dr. George recently initiated an effort to conduct an assessment of HGMICS' internal operational effectiveness. Laila Kane seconded the motion. There was no further discussion on the matter. The Board unanimously approved the matter. In regards to the internal assessment, Dr. George has scheduled a number of meetings with parents, school staff, school administrators and Board members. The Board members are scheduled to meet with Dr. George in June and July. She has been very pleased with the initial response from the school's stakeholders.

Regarding HGMICS facilities, Maria Rozaieski presented three items to the board: 1. the previously approved roof maintenance is complete. Mark Sobeck was at the school on June 20th to review the work. He and his firm will issue a report to HGMICS concerning the roof maintenance work. 2. The previously approved duct cleaning work has been completed ahead of schedule. 3. HGMICS has received proposals concerning its effort to add a shed for equipment storage. The proposals are still being evaluated as the bids have diverged significantly in cost. None of the facilities items required a Board vote or approval.

On personnel issues, Maria Rozaieski, informed the board of six HGMICS openings. The positions have been advertised and a number of applications have been received. The positions are as follows: an additional 3rd and 4th grade (Intermediate Class) teacher, an additional 3rd and 4th grade (Intermediate Class) teaching aide, an Information Technology (IT) specialist, a physical education/health education teacher, and two lunch aides. The positions have been

advertised on the HGMICS website and in the local newspaper.

Regarding other items and new business, Maria reported that the 2017 HGMICS Golf Tournament raised \$17,000 for the school. The funds will be used to purchase school supplies for HGMICS students.

At 8:20 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, July 18, 2017 at 7:00 PM.

Howard Gardner Multiple Intelligence CS
Budget vs. Actual Report - Fiscal Year Ending June 30, 2017

unaudited

	2017 Budget	July-June (unaudited)	Balance Remaining	% Remaining
Local Revenue				
1. Per Pupil Tuition	\$2,604,167	\$2,741,230	(\$137,063)	-5.3%
2. Food Service	\$14,000	\$19,250	(\$5,250)	-37.5%
3. Miscellaneous	\$30,500	\$79,010	(\$48,510)	-159.0%
State Revenue				
4. Health Reimb.	\$3,200	\$0	\$3,200	100.0%
5. Ready To Learn Block Grant	\$0	\$14,498	\$0	0.0%
Federal Revenue				
6. Title I&II, SIG, IDEA	\$143,988	\$167,803	(\$23,815)	-16.5%
TOTAL REVENUE	\$2,795,855	\$3,021,791	(\$211,438)	-7.6%
Salaries & Benefits				
7. Inst. Salaries	\$888,264	\$878,288	\$9,976	1.1%
8. Inst. Benefits	\$322,276	\$395,495	(\$73,219)	-22.7%
9. Support Salaries	\$472,650	\$327,109	\$145,541	30.8%
10. Support Benefits	\$166,909	\$169,442	(\$2,533)	-1.5%
Total Salaries & Benefits	\$1,850,099	\$1,770,334	\$79,765	4.3%
Purchased Services				
11. Inst. Services	\$146,742	\$121,983	\$24,759	16.9%
12. Support Services	\$199,354	\$149,206	\$50,148	25.2%
13. Facility Services	\$169,780	\$144,801	\$24,979	14.7%
14. Debt Service	\$93,600	\$103,418	(\$9,818)	-10.5%
Total Purchased Services	\$609,476	\$519,408	\$90,068	14.8%
Supplies & Materials				
15. Inst. Supplies & Mat.	\$40,000	\$40,000	\$0	0.0%
16. Support Supplies & Mat.	\$19,110	\$50,087	(\$30,977)	-162.1%
17. Facility Supplies & Mat.	\$8,200	\$7,697	\$503	6.1%
Total Supplies & Materials	\$67,310	\$97,784	(\$30,474)	-45.3%
18. Student Activities	\$12,000	\$31,084	(\$19,084)	-159.0%
TOTAL EXPENDITURES	\$2,538,885	\$2,418,610	\$120,275	4.7%
NET INCOME (DEFICIT)	\$256,970	\$603,182		