

Howard Gardner MI Charter School

Public Board Meeting

Tuesday, January 17, 2023

The Howard Gardner MI Charter School (HGMICS) held a public Board of Trustees meeting on Tuesday, January 17, 2023. Stephanie Westington, President, called the meeting to order at 7:04 p.m. Stephanie led those assembled in the Pledge of Allegiance and took roll call for the board members and non-voting attendees.

The following Trustees attended: John Ezbiansky, Laila Kane, Laurie Cadden, Wayne Evans, Dino Galli, and Dr. Clarence Lamanna. Absent from the meeting: Michael Barbetti, Sam Ceccacci, Susan Hennemuth, and Dr. Catherine Richmond-Cullen.

Also in attendance: Dr. Marie George, CEO; John Marsico, Business Manager; Joseph Ross, Director of Facilities and Security; and Deana Bonacci, Assistant to the CEO.

Stephanie Westington asked if any visitors wished to make comments on items on the agenda, and names and school districts of residence will be recorded before remarks are made. No comments were made.

I. Minutes

Stephanie Westington

Stephanie Westington presented the November 15, 2022 Board of Trustees meeting minutes and asked for approval. A **MOTION** to approve the November 15, 2022 Board meeting minutes, as submitted, was made by Dr. Clarence Lamanna and seconded by Laila Kane. Stephanie asked if there were any comments or corrections on the minutes. Not hearing any, Stephanie called for a vote. All Board of Trustees members present voted in favor of approving the November 15, 2022, minutes as submitted, with four Trustees absent.

II. President's Report

Stephanie Westington

Stephanie Westington welcomed everyone in attendance to the January 2023 Public Board meeting. Stephanie began by reporting the Board of Trustees has formally established a search committee to fill the CEO position upon Dr. George's retirement. The committee is comprised of Stephanie Westington, Sam Ceccacci, Laila Kane, John Ezbiansky, and Dr. Clarence Lamanna. A formal CEO Profile and job description has been formalized and will be officially posted in short order. We've also developed a timeline for the search with the goal of having a successful candidate approved for a July 1, 2023, start date. The Committee will be providing updates to the full board periodically as appropriate.

School Administration has also begun planning for the admissions lottery for the next school year as well as the upcoming the Budget for the 2023-2024 school year.

On behalf of the entire Board, Stephanie congratulated the three Howard Gardner Seniors who placed in the top 35 scores on the 2022 Scranton Prep Scholarship Entrance Exam.

III. HGMICS Educational Session – “HGMICS Reading and Writing Workshop in the MI Classroom”

Mr.

Andrew Filler

Mr. Andrew Filler, 7th and 8th grades English Language Arts Teacher, presented on how he incorporates a reading and writing workshop into the Multiple Intelligences classroom. Mr. Filler explained how he uses books to help his students discover new intelligences and think in new waves. He takes time each Monday and Friday to conference with individual students in order to get a feel for what their interests are. Independent reading is a core part of the class. He asks the students to ask themselves if the book their reading is proving what they think it's proving or does my sequence of thinking make sense? All of the these tactics have helped turn students who didn't like reading at all into students who enjoy reading for pleasure.

IV. Finance Facilities Committee

John Ezbiansky

John Ezbiansky reported the Finance/Facilities Committee met on Wednesday, January 11, 2023, to review the November 2022 Financial Report and December 2022 Financial Report.

1. November 2022 Financial Report

John Marsico

Revenues for November 2022 of \$400,675 are what was expected for the month. The decrease of \$37,560 over the prior month of October 2022 was due primarily to the proceeds from the Annual Golf Tournament being wrapped up in October 2022. Expenses of \$289,449 are \$149,131 lower than October 2022. This is as expected as the adjusting journal entry for the NEIU 2020-2021 payment made for the purposes of the annual audit was reversed in November 2022. The amount of this entry was \$78,332 reducing our previously reported expenses for special education professional and technical services. In addition, the PPL electric bill for November did not come out of our account until 12/1/2022 and expenses related to field trips, the annual golf tournament, and cafeteria purchases were also less in November. The Net Operating Income for November 2022 is \$111,226, as compared to a \$345 Net Operating Loss in October 2022, with a fiscal year-to-date Net Operating Income of \$165,693. This is as expected for the month of November 2022 for the

reasons above. Title and ESSER funding received, as well as the National School Lunch Program, remained consistent for November 2022. The school had \$898,102 in cash at the end of November 2022. This is \$340,048 higher than the balance at the end of October 2022. This increase was due to the receipt of the tuition redirection payments for the months of September and October 2022 from the Scranton, Dunmore, Mid-Valley, Old Forge, and North Pocono school districts. We received both the September 2022 and October 2022 redirection payments from these districts at the end of November 2022. There was one draw made on the construction loan in November 2022 for Pay Application #5 for Joyce Electric in the amount of \$82,334. The total construction funds drawn to date after this draw is \$3,807,231.

At this time, John Ezbiansky entertained a **MOTION** to approve the Financial Report through November 30, 2022, as reported and submitted. The motion was made by Laila Kane and seconded by Dr. Clarence Lamanna. John Ezbiansky called for any questions or comments, not hearing any, all Trustees present voted in favor of accepting the November 2022 Financial Report as presented, with four Trustees absent.

2. December 2022 Financial Report

John Marsico

Revenues for December 2022 of \$624,809 are \$224,134 higher than the revenues for November 2022. This is due to the rates per student for the Scranton School District increasing by 9% for general education students and 16% for special education students. Scranton School District revenue for November 2022 was \$297,836 and that number jumped to \$491,956 in December 2022. Expenses of \$418,442 are \$128,993 higher than November 2022. This is as expected as the adjusting journal entry for the NEIU 2020-2021 payment made for the purposes of the annual audit was reversed in November 2022. The amount of this entry was \$78,332 reducing our previously reported expenses for special education professional and technical services in November 2022. In addition, utility bills increased by about \$8,000 over the prior month, partly because the PPL electric bill for November did not come out of our account until 12/1/2022 and the UGI increase went into effect. Also, the construction loan interest payments for November and December were both made in December. The Net Operating Income for December 2022 is \$206,368, as compared to a \$111,226 in November 2022, with a fiscal year-to-date Net Operating Income of \$305,082. This is as expected for the month of December 2022 for the reasons above. Also, final payments to contractors have not yet been made for the construction project. Title and ESSER funding received, as well as the National School Lunch Program, remained consistent for December 2022. The school had \$1,172,944 in cash at the end of December 2022. This is \$274,842 higher than the balance at the end of

November 2022. This increase was primarily due to the receipt of the balance of the construction loan proceeds in December of \$305,667. However, a hold has been placed on these dollars by the bank at our request as this money is only to be used for purposes of final construction loan payments. There are outstanding pay applications due to Mar-Paul and Scranton Electric currently pending the inspections. These pay applications will exceed the dollars on hold but will be funded with the remaining fund balance committed to the construction project.

At this time, John Ezbiansky entertained a **MOTION** to approve the Financial Report through December 31, 2022, as reported and submitted. The motion was made by Laurie Cadden and seconded by Dino Galli. John Ezbiansky called for any questions or comments, not hearing any, all Trustees present voted in favor of accepting the December 2022 Financial Report as presented, with four Trustees absent.

V. Academic Committee

Dr. Clarence Lamanna

Dr. Clarence Lamanna stated the Academic Committee meeting on Tuesday, January 3, 2023. The Committee discussed a PBIS Policy, a School Mental Health Quality Assessment, an update on mathematics classes, and an update on the World Language program.

At this time, Dr. Clarence Lamanna entertained a **MOTION** to approve the HGMICS Positive Behavioral Interventions and Supports (PBIS) Policy as submitted. The motion was made by Wayne Evans and seconded by Stephanie Westington. Dr. Clarence Lamanna called for any questions or comments, not hearing any, all Trustees present voted in favor of accepting the HGMICS Positive Behavioral Interventions and Supports (PBIS) Policy as submitted, with four Trustees absent.

VI. Personnel Committee

Sam Ceccacci

At this time, Sam Ceccacci entertained a **MOTION** to approve the December 2022/January 2023 Personnel Report, as reported and submitted. The motion was made by Dino Galli and seconded by John Ezbiansky. Sam called for any questions or comments, not hearing any, all Trustees present voted in favor of accepting the December 2022/January 2023 Personnel Report as presented, with four Trustees absent.

VIII. School Matters

1. At this time, Dr. Marie George entertained a **MOTION** to approve the revised HGMICS Student Admissions through Lottery Policy as presented. The motion was made by Laila Kane and seconded by Dr. Clarence Lamanna. Dr. George called for any questions or comments, not hearing any, all Trustees present voted in favor of accepting the revised HGMICS Student Admissions through Lottery Policy as presented, with four Trustees absent.

2. Administrative Updates

Dr. Marie George

Dr. George presented her CEO update followed by the Administrative Staff updates. The report gives a summary of updates from the Principal, Student Support Services, Facilities and Security, School Operations, Business Manager, and Assistant Business Manager.

IX. New Business

Stephanie Westington

At this time, there was no New Business and Stephanie Westington moved on to adjournment of the meeting.

Adjournment

At 7:50 p.m., Laurie Cadden made the motion to adjourn the meeting. No further items of business or comments had been raised.

The next HGMICS Public Board meeting is scheduled for **Tuesday, February 21, 2023, at 7:00 p.m.**

