

## **Howard Gardner MI Charter School**

### **Public Board Meeting**

Tuesday, September 19, 2023

The Howard Gardner MI Charter School (HGMICS) held a public Board of Trustees meeting on Tuesday, September 19, 2023. Sam Ceccacci, Vice President, called the meeting to order at 7:01 p.m. Sam led those assembled in the Pledge of Allegiance and took roll call for the board members and non-voting attendees.

The following Trustees attended: Dino Galli, Suzanne Ambrogio-Jaffe, Laurie Cadden, Al Dorunda, Wayne Evans, Dr. Clarence Lamanna and Dr. Catherine Richmond-Cullen. Absent from the meeting: Stephanie Westington, Michael Barbetti, and Susan Hennemuth.

Also in attendance: Joe Ross, CEO; TreeAnne McEnery, Principal; John Marsico, Business Manager, and Deana Bonacci, Assistant to the CEO.

Sam Ceccacci announced that no visitors were present.

#### **I. Minutes**

**Sam Ceccacci**

Sam Ceccacci presented the August 15, Board of Trustees meeting minutes and asked for approval. A **MOTION** to approve the August 15, 2023, Board meeting minutes, as submitted, was made by Dr. Clarence Lamanna and seconded by Dr. Catherine Richmond-Cullen. Sam asked if there were any comments or corrections on the minutes. Not hearing any, Sam called for a vote. All Board of Trustees members present voted to approve the August 15, 2023, minutes as submitted with three Trustees absent.

#### **II. President's Report**

**Sam Ceccacci**

On behalf of Stephanie Westington, Sam Ceccacci welcomed everyone in attendance to the September 2023 Public Board meeting. Sam stated the official school year commenced on August 28, 2023, and welcomed back all of the students while wishing them a rewarding school year.

Sam announced past and present important dates. Curriculum night was held on September 6, 2023, at the school. The annual Schoolwide Title I Family Information Night is scheduled for September 26, 2023, and the Comprehensive Planning Committee is scheduled to meet on September 26, 2023.

Lastly, Sam reminded everyone that the school's Annual Golf Tournament will take place on Sunday, October 8<sup>th</sup>, at Pine Hills Country Club in Taylor, PA. The Tournament is an important fundraiser for the

School and the Board encourages everyone to participate in some way to make the event a success. Information about sponsoring or registering to play in the tournament is available on the school's website.

### **III. HGMICS Educational Session – “PBIS Implementation”**

**Alycia Booth,  
Dean of Students**

Alycia Booth, Dean of Students, began her presentation by defining what PBIS stands for. Positive Behavioral Interventions and Supports is a multi-tiered framework to improve and integrate all data, systems, and practices affecting student outcomes every day. Three components make the PBIS program work: Establishing and implementing a system for encouraging appropriate behavior, establishing and implementing a system for discouraging inappropriate behavior, and establishing a data collection system that answers two important questions, “Are we doing what we said we should do?” and “Are we achieving the student outcomes we said we would achieve?” Alycia displayed the HGMICS “Be a STAR” Chart that is now displayed all over the school and gives clear, concise guidelines on what it means to be safe, trustworthy, accountable, and respectful no matter where you are in the school and no matter what situation you are in. This poster is to remind students their positive behavior makes an impact and to practice it each day.

### **IV. Finance/Facilities Committee**

**John Marsico**

#### **1. August 2023 Financial Report**

Fiscal year-to-date revenues for the period ending 8/31/2023 were \$972,778 as compared to \$1,067, 710 for the same time period in 2022. Revenues for the period ending 8/31/2022 were higher than 8/31/2023 due to the influx of ESSER II revenue realized in August 2022. Fiscal year-to-date expenses for the period ending 8/31/2023 were \$1,028,601 as compared to \$1,040,633 for the same time period in 2022. Expenses for the period ending 8/31/2022 were higher than 8/31/2023 due in part to the increase in books and supplies purchased to support the new curriculum in the 2022-2023 academic year. In addition, a large NEIU payment was made in August 2022 for services provided during the previous academic year. This payment was later adjusted out of August 2022 during the annual audit. The fiscal year-to-date Net Operating (Loss) for the period ending 8/31/2023 was \$(55,824), as compared to Net Operating Income of \$27,077 for the same time period in 2022 for the reasons noted above. Titles and ESSER funding resumed during the month of August 2023. We have not yet received any NSLP funding.

The school had \$1,017,859 in cash as of 8/31/23 as compared to \$747,776 as of 8/31/2022. This increase is because we received both the July 2023 redirection payment from Scranton, Dunmore, Mid-Valley, and Old Forge school districts as well as the 2022-2023 reconciliation redirection payment from the same schools plus North Pocono at the end of August 2023. This

payment of \$733,589 was received on 8/31/2023. We continue to make principal and interest payments on the Construction Loan in the amount of \$25,035.47 per month. The amounts being applied to principal and interest each month are based on a 20-year amortization schedule for a \$4,500,000 loan at an annual percentage rate of 2.99%. The amortization schedule was provided by Baker & Tilly and is being compared and reconciled, if necessary, monthly to the Construction Loan bank statement. The principal balance outstanding after the August 2023 payment is \$4,360,537.

John Marsico entertained a **MOTION** to approve the Financial Report through August 31, 2023, as reported and submitted. The motion was made by Dino Galli and seconded by Dr. Clarence Lamanna. All Trustees voted in favor of accepting the August 2023 Financial Report, as presented, with three Trustees absent.

## **V. Academic Committee**

**Dr. Clarence Lamanna**

Dr. Clarence Lamanna stated the Academic Committee met on September 5, 2023, to discuss an annual review of all Academic policies and changes to the Gifted Program where Dr. Catherine Richmond-Cullen chaired the meeting in lieu of his absence.

A **MOTION** to approve the change in title of the Gifted Program to the Advanced Academic Support and Enrichment Program was made by Dr. Catherine Richmond-Cullen and seconded by Laurie Cadden. All Trustees voted in favor of approving the change in title of the Gifted Program to the Advanced Academic Support and Enrichment Program, with three Trustees absent.

## **VI. Personnel Committee**

**Sam Ceccacci**

Sam Ceccacci stated the Personnel Committee met on Tuesday, September 5, 2023, where the Committee discussed extending the hours of the school's Food Service worker, the position reclassification of the Administrative Assistant, the Development position, and a draft of the CEO goals.

A **MOTION** to approve the September 2023 Personnel Report as reported and submitted was made by Suzanne Ambrogio-Jaffe and seconded by Dr. Catherine Richmond-Cullen. All Trustees voted in favor of approving the personnel report as presented, with three Trustees absent.

## **VII. School Matters**

**Joe Ross**

### **1. Administrative Updates**

Joe Ross thanked TreeAnne McEnery and Cathy Opshinsky for their fantastic job organizing and shepherding the 2023-24 Pre-Service schedule. Joe highlighted a few of the training courses that took place for both instructional and non-instructional staff, such as the Active Shooter training with the Scranton Police Department. Per the recommendation of the SPD, Howard Gardner MI Charter School will move to the Standard Response Protocol (SRP) for active shooters.

TreeAnne McEnery gave an update about the school schedule. There will still be opportunities for mixed-age grade-level experiences for the students other than through their academics. The schedule will change for grades 3 through 6 and in the 2024-25 school year will change for 7<sup>th</sup> and 8<sup>th</sup> grade as well.

#### **VIII. New Business**

**Sam Ceccacci**

At this time there was no new business and Sam Ceccacci moved on to adjournment of the meeting.

#### **Adjournment**

At 7:30 p.m., Sam Ceccacci called for a **MOTION** to adjourn the meeting. The **MOTION** was made by Dr. Catherine Richmond-Cullen and seconded by Dr. Clarence Lamanna.

The next Public Board meeting will be held on **Tuesday, October 17, 2023.**