

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 10<sup>th</sup>, 2023**

**Call to Order**

This CSL School Board meeting was held at CSL and via Zoom. Board President, Heather Humienny, called the meeting to order at 4:37 p.m. Other Board members present were Ruth Demshick, Mike Wolverton, and Dan DiLorenzo. Board members Betty Zubrzycki and Tom Gillette were not present. School administration Dr. Charles Bonner (Chief Executive Officer) and Peter Hackney (Dean of Students) were in attendance. Keisha McMillan (Omnivest) was also in attendance via zoom.

**PLEDGE of ALLEGIANCE**

**APPROVAL of MINUTES**

*Motion A: Move that the Board of Trustees approve the minutes from the previous Board of Trustees meeting held on September 12<sup>th</sup>, 2023.*

Dan DiLorenzo moved motion A under approval of minutes. This was seconded by Mike Wolverton. This motion was approved with a 4-0 voice vote.

**CEO REPORT**

Dr. Bonner presented the following CEO report:

The Charter School Annual report affirmation statements have been submitted to PDE.

Kim has been working with Audry Foster from Comcast and Erate, to get our Erate money for Fiscal year 2023-2024. There was a hold on the account due to a paperwork issue, which was eventually worked out. We should be receiving our payment in two to three pay cycles.

Our signed Resolution E signature pdf. has been submitted to GrantsFirst and Chrystal Randolph at PA.gov. This resolution allows us to use our electronic Signature (eSig) in the eGrants System.

We are in the process of addressing our Backflow Preventer installation testing requirement. This is a requirement of the Lower Bucks County Joint Municipal Authority. AM mechanical is scheduling the test. CSL has been in contact with Kelly McCusker and Ginger Walls regarding the Backflow Preventer Testing. They can do the inspection on October 10th.

We have paid the Bucks County Consortia fee for SAP Services from the Council of Southeast Pennsylvania, Inc.

Staff Development, Counseling Meeting and Part 2 of the CSTAG training will be on October 13th. CSTAG Part 1 virtual training needs to be completed prior to the Part 2 training.

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 10<sup>th</sup>, 2023**

QPR (Question, Persuade, Refer) Training

Three steps anyone can learn to help prevent suicide.

staff/MS Students, Tuesday, October 17

staff/HS Student, Thursday, October 19

The SHARRs report has been completed and submitted. Thanks to Nurse Donna and Cindy!!

Nurse Donna will begin Yearly Assessments on October 1 and hopefully be completed by mid-November. This includes height and weight, vision, and hearing. Hearing tests are for 7th and 9th grades only. She will be doing an entire Homeroom and ISL classroom at a time.

Breaking News! – We hit the mark for the Mobile Dentist truck come to CSL. Twenty students turned in their dental applications! Thanks so much Nurse Donna!! All your efforts paid off!!

Here are some stats as to where we stand with immunization compliance and some dental data. For returning students, letters were sent at the end of the school year, and last week for immunizations and state mandated examinations. Nurse Donna has spent a lot of time trying to get students' compliant.

Immunizations: as of 9/27/23:

7th grade: 9 non-compliant, out of /19.

8th: 1 non-compliant /16

9th: 4 non-compliant /27

10th: 1 non-compliant since 7th grade

11<sup>th</sup>: all compliant

12th: 20 non-compliant /29

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 10<sup>th</sup>, 2023**

The Bucks County Free Library is interested in scheduling an online Library Card Registration Drive with CSL. The Drive would include putting library cards into the hands of school students, and working to make the library an accessible, welcoming place for children and their families. Krista Tvarok has enthusiastically taken up this request!! Thanks so much Krista!

The Guidance Plan component of the Future Ready Comprehensive plan has been revised and re-submitted as of 9/29/23.

Christina Hartnett, a classroom aid, will be leaving our school in two weeks. She has secured a full-time job at a pre-school. Best wishes Christina!

Mrs. Downing has put in great effort to strengthen CSL's relationship with Bucks County Community College; this year a select group of Junior and Senior students will participate in the Community College's "In School Youth" (ISY) Program. ISY is funded by the Bucks County Workforce Development Board and is designed to assist students with the transition from high school to the workforce or to college. This program will supplement our own Career Pathway curriculum and is intended for students who are currently undecided about their post-graduation plans. Once a week, students will be transported to BCCC's Lower Bucks campus and participate in activities, presentations, and training. These will include, but are not limited to: OSHA certification, CPR/First Aid certifications, hands-on skills training, career assessments and paid work experiences/internships. The teachers supporting ISY, Rick Moretti and Thomas Perri, are passionate about what they do and pride themselves on supporting students well past the term of the program. The offerings are intended to build a student's resume but more importantly, their confidence. We are grateful and excited for this opportunity. Great work Mrs. Downing!!!

**PUBLIC COMMENT**

There was no public present at this school board meeting.

**NEW BUSINESS**

Motion A:       *Move that the board approve the attached COVID Policy.*

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 10<sup>th</sup>, 2023**

Motion B: *Move that the board approve the attached Student Experiencing Homelessness, Foster Care, and other Educational Instability Policy.*

Dan DiLorenzo moved motion A and B under New Business. This was seconded by Mike Wolverton. These motions were approved with a 4-0 voice vote.

**PERSONNEL**

Motion A: *Move that the board accept the resignation of Teacher Aide Christina Hartnette effective October 19<sup>th</sup>, 2023.*

Motions A under personnel was moved by Dan DiLorenzo and seconded by Mike Wolverton. The motion was approved by a 4-0 voice vote.

**BUSINESS**

Motion A: *Move that the Board of Trustees approve the following financial statements for the month ending September 30<sup>th</sup>, 2023, which include profit and loss statement actual versus budget, balance sheet, accounts receivable aging, check register for Univest Operating, and accounts payable aging as provided by OmniVest in the financial packet provided.*

Motion B: *Move that all the bills on the accounts payable transmittal listings August 7<sup>th</sup>, 2023, and August 14<sup>th</sup>, 2023, be approved for payment.*

Motion C: *Move that the board approve payment to McKenna Snyder LLC for invoice # 17367 in the amount of \$2688.66.*

Motion D: *Move that the board approve payment to McKenna Snyder LLC for invoice #17368 in the amount of \$159.50.*

Motion E: *Move that the board approve payment to McKenna Snyder LLC for invoice #17369 in the amount of \$300.00.*

Motion F: *Move that the board approve payment to McKenna Snyder LLC for invoice #17370 in the amount of \$165.00.*

Motions A through F under business were moved by Dan DiLorenzo and seconded by Mike Wolverton. The motions were approved by a 4-0 voice vote.



**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 10<sup>th</sup>, 2023**

**ADJOURNMENT**

Mike Wolverton made a motion to adjourn the board meeting at 5:05 p.m. Dan DiLorenzo seconded this motion. The motion was approved by a 4-0 voice vote.

Heather Humienny adjourned the meeting at 5:05 p.m.