

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
August 9th, 2022

Call to Order

This CSL School Board meeting was held at CSL and virtually via Zoom. Board President, Heather Humienny, called the meeting to order at 4:45 p.m. Other Board members present were Tom Gillette, Ruth Demshick, Dan DiLorenzo, and Mike Wolverton. Betty Zubrzycki was not in attendance. School administration Dr. Charles Bonner (Chief Executive Officer) and Peter Hackney (Dean of Students) were in attendance. Keisha McMillan (Omnivest) and Ian Croggon (Omnivest) were 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 July 12th, 2022.

Motion A was moved by Tom Gillette and seconded by Dan DiLorenzo. The motion was approved by a 5-0 voice vote.

CEO REPORT

Dr. Bonner presented the following CEO report:

Pennsylvania Department of Education

Future Ready Comprehensive Planning

The Civic Knowledge Survey (Act 35) for Center for Student Learning CS at Pennsbury meets the criteria outlined in Act 35 and is approved by the Pennsylvania Department of Education. Thanks to Jack and Heather for their work on this!

Pennsylvania Department of Education

Future Ready Comprehensive Planning

The Safe Schools - Fire Evacuation and Safety Drill submitted to the Office for Safe Schools is accepted by the Pennsylvania Department of Education.

215Builders estimate for Mohapp's room –

Total materials: \$18,000.00 Total Labor: \$26,600.00 Total materials & labor: \$44,600.00

Timeline to complete repairs: 14-21 working days on site.

LGMandrel company. Total materials & labor: \$15,543

We chose LGMandrel. As of 8/8/22 LGMandrel is nearing completion.

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Pete and Hilary are working on an Online Program for CSL. It would provide "a program option for CSL students who might benefit from an online program versus an in-person program."

Pete created an advertisement for the program naming it the Spartan Academy! Well done!

Keisha has prepared the Center for Student Learning's IDEA invoices for July through April. A second invoice will be prepared by July 15th for the final expenditures. Yadiria at the BCIU is in regular contact with Keisha.

We need to schedule work on a classroom AC unit. A fan assembly will need to be rebuilt. Motor, wheel, mounts, etc. Litwin will price out rebuilding fan on head and replacement of head. Judy will get back to me.

Our Barbacane Thornton Engagement letter has been signed and returned. Leigh Ann was alerted also. Audit should begin September 12th. Cindy and Keisha have begun to gather the needed information.

We have renewed our Student Assistant Program letter of agreement with The Council of Southeast Pennsylvania Inc.

It is with regret that we will be losing Camille Rylack. She will be moving to the Abington SD as a Special Education teacher. We wish her all the best moving forward.

In an effort to reduce costs we have requested an estimate of services from Mascaro & Sons Waste and Recycling.

PUBLIC COMMENT

There was no public present at this school board meeting.

NEW BUSINESS

Motion A: Move that the board approve the attached Consequences for Students Convicted or Adjudicated Delinquent of Sexual Assault Policy.

Motion B: Move that the board approve the attached proposal submitted by Mandrel Construction Company, Inc., for the amount of \$15,543.

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Motions A and B under new business were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 5-0 voice vote.

PERSONNEL

- Motion A: Move that the board accept the resignation of middle school language arts teacher Camiele Rylak.*
- Motion B: Move that the board approve hiring Christina Hartnett as a part-time classroom teacher aide.*
- Motion C: Move that the board approve the Julia Kerrigan as a biology teacher for the 2022-2023 school year at step 1 (\$44,000) of the CSL teacher's salary grid.*
- Motion D: Move that the board approve the Rebecca Rowlands as a special education teacher for the 2022-2023 school year at step 1 (\$44,000) of the CSL teacher's salary grid.*

Motions A through D under personnel were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 5-0 voice vote.

BUSINESS

- Motion A: Move that the Board of Trustees approve the following financial statements for the month ending **July 31st 2022**, 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 on **July 7th, 2022, and June 25th, 2022**, be approved for payment.*
- Motion C: Move that all the bills on the accounts payable transmittal listings on **July 7th, 2022, and June 25th, 2022**, be approved for payment.*
- Motion D: Move that the board approve the attached 2022-2023 CSL Health & Safety Plan.*
- Motion E: Move that the board approve payment to McKenna Snyder LLC for invoice #11770 in the amount of \$448.11.*
- Motion F: Move that the board approve payment to McKenna Snyder LLC for invoice #11771 in the amount of \$643.50.*

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Motions A through F under business were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 5-0 voice vote.

Motion G: *Move that the board approve the credits required to twenty-two to graduate from CSL as attached and recommended by school administration.*

Motion G under business was moved by Tom Gillette and seconded by Dan DiLorenzo. The motion was approved by a 5-0 voice vote.

ADJOURNMENT

Tom Gillette made a motion to adjourn the board meeting at 5:22 p.m. Dan DiLorenzo seconded this motion. The motion was approved by a 5-0 voice vote.

Heather Humienny adjourned the meeting at 5:22 p.m.

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This CSL School Board meeting was held at CSL and virtually via Zoom. Board Vice President Tom Gillette called the meeting to order at 4:45 p.m. Other Board members present were Betty Zubrzycki, Ruth Demshick, Dan DiLorenzo, Mike Wolverton, and Board President, Heather Humienny. School administration Dr. Charles Bonner (Chief Executive Officer) and Peter Hackney (Dean of Students) were in attendance. Keisha McMillan (Omnivest) and Ian Croggon (Omnivest) were 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 June 14th, 2022.

Motion A was moved by Dan DiLorenzo and seconded by Mike Wolverton. The motion was approved by a 6-0 voice vote.

CEO REPORT

Dr. Bonner presented the following CEO report:

- Pennsylvania Department of Education Comprehensive Planning:

The combined Comprehensive and School Plan for Center for Student Learning CS at Pennsbury has been successfully submitted and is being reviewed by the Pennsylvania Department of Education. After review we have a small number of corrections which will be worked on Wednesday with Chad Evans from the Bucks County IU.

- All classrooms and door jams have been painted. The building is looking very good.
- We have had two contractors in to get estimates on the floor in Mr. Mohapp's room. We are still waiting on the second contractor's bid. We had our insurance appraiser in, and he suggested we bring in a structural contractor. We are waiting for that to be scheduled.
- Sadly, Kacey Slack has resigned. She has taken a position at the Bucks County Technical High School. She will be greatly missed. Best wishes to Kacey as she moves forward.
- We have been fortunate to hire Christian Jordan as a new special education teacher.

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- IT project update

- School Safety and Emergency Report - Section 1309-B of the PA Public School Code provides for the School Safety and Security Coordinator to make a report each year on the school entity's current safety and security practices and identified strategies to improve school safety and security. This report is to be presented to the board of directors in executive session and submitted to the School Safety and Security Committee (SSSC).

PUBLIC COMMENT

There was no public present at this school board meeting.

NEW BUSINESS

There were no new business motions for this meeting.

PERSONNEL

Motion A: Move that the board accept the resignation of special education Kacey Slack.

Motion B: Move that the board approve the Christian Jordan as a special education teacher for the 2022-2023 school year at step 3 (\$46,228) of the CSL teacher's salary grid.

Motions A and B in personnel were moved by Dan DiLorenzo and seconded by Mike Wolverton. The motions were approved by a 6-0 voice vote.

BUSINESS

*Motion A: Move that the Board of Trustees approve the following financial statements for the month ending **June 30th, 2022**, which include profit and loss statement actual versus budget, balance sheet, accounts receivable aging, check register for Uninvest 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 on **June 9th, 2022, June 16th, 2022, and June 23rd, 2022**, be approved for payment.*

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Motion C: Move that the board approve payment to McKenna Snyder LLC for invoice #11538 in the amount of \$125.00.

Motion D: Move that the board approve payment to McKenna Snyder LLC for invoice #11539 in the amount of \$1410.00.

Motion E: Move that the board approve the attached Emergency Instructional Time Template for the 2022-2023 school year.

Motion F: Move that the board approve the attached Bayada (Contract for In School Nursing Services) for services provided from September 1st, 2022 through August 31st, 2023.

Motions A through F under business were moved by Dan DiLorenzo and seconded by Heather Humienny. The motions were approved by a 6-0 voice vote.

ADJOURNMENT

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Tom Gillette adjourned the meeting at 5:22 p.m.