

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**June 14<sup>th</sup>, 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 4:46 p.m. Other Board members present were Betty Zubrzycki, Ruth Demshick (via zoom), Dan DiLorenzo, Mike Wolverton (via zoom), and Tom Gillette (via zoom). 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 14<sup>th</sup>, 2022.*

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

**CEO REPORT**

Dr. Bonner presented the following CEO report:

Many thanks to all (CSL/Omnivest) who worked on the grant applications!!

- eGrants - Application for Consolidated Application has been Submitted for the year 2021-2022, 5/13/2022.
- eGrants - Application for Title I, Part A - Improving Basic Programs has been Submitted for the year 2021-2022, 5/13/2022
- eGrants - Application for Title II, Part A - Supporting Effective Instruction has been Submitted for the year 2021-2022, 5/13/2022
- eGrants - Application for Title IV, Part A - Student Support and Academic Enrichment has been Submitted for the year 2021-2022, 5/13/2022

FY21-22 IDEA invoices for the Section 611 Pass-Through funds and the 611 ARP Supplemental funds have been signed and returned to Keisha. For the Section 611 Pass-Through funds we should be getting \$42,623.56. For the 611 ARP Supplemental funds we should be getting \$11,043.25. Thanks Keisha!

We have renewed our contract with Bayada. Nurse Donna is slated to return as our nurse.

Parent Information Night!

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Monday, May 23. We had an excellent turn out! Roughly 60 parents and students. We would like to thank Kacey Slack for creating, organizing and implement a great evening for CSL! Well done, Kacey!

We completed our Federal Monitoring meeting. We completed the Federal Monitoring process. We finished with 100% and no corrective actions! Thanks to Christen, Kim, Pete, and Andrea! Great job to all!!

Leigh Ann has begun the Auditing process with Barbacane, Thornton & Company. She has contacted Edmund for an engagement letter. Edmund is almost finished and will be sending out the letter soon.

Our re-chartering walk-through with Pennsbury School District went very well. A big thank you to Dr. Smith, Mr. Berdnik, Mrs. Rausch, and Board member Dr. Joanna Steere. They will now vote on our re-charting at their June Board meeting.

Great news 1) Our meal service (menus, production records, nutritional analysis, meal counting) for both Breakfast & Lunch were reviewed. After the Administrative Review conducted on 3/29/22, all tasks on the Corrective Action Document have been reviewed and were satisfactory. We received two commendations during the process! Thanks Cindy!!

We completed the Federal Monitoring process. We finished with 100% and no corrective actions! Thanks to Christen, Kim, Pete, and Andrea!

We have 44 HS students signed up for summer school classes. Great job Mrs. Donahue and Mr. Hackney!!

We are working on changing our cleaning service. Joshua and Jan-Pro will have a conversation tomorrow to see if we can work out some final concerns.

**PUBLIC COMMENT**

There was no public present at this school board meeting.

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**NEW BUSINESS**

*Motion A: Move that the board approve the attached CSL Comprehensive Plan (2022-2025).*

*Motion B: Move that the board approve the attached Center for Student Learning Charter School board Meeting Dates for the 2022-2023 school year.*

*Motion C: Move that the board approve the attached JanPro Contract.*

*Motion D: Move that the board approve the attached Center for Student Learning Charter School Calendar for the 2022-2023 school year.*

*Motion E: Move that the board approve the attached Center for Student Learning Charter School Budget for the 2022-2023 school year.*

Motions A through E under new business were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 6-0 voice vote.

**PERSONNEL**

*Motion A: Move that the board approve the hire of the attached list of employees for the 2022-2023 school year.*

Motion A in personnel was moved by Tom Gillette and seconded by Dan DiLorenzo. The motion was 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 **May 31<sup>st</sup>, 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 **May 3<sup>rd</sup>, 2022, May 13<sup>th</sup>, and May 25<sup>th</sup>, 2022**, be approved for payment.*

*Motion C: Move that the board approve payment to McKenna Snyder LLC for invoice #10838 in the amount of \$375.00.*

*Motion D: Move that the board approve payment to McKenna Snyder LLC for invoice #10837 in the amount of \$425.00.*

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*Motion E: Move that the board approve payment to McKenna Snyder LLC for invoice #10836 in the amount of \$500.00.*

*Motion F: Move that the board approve payment to McKenna Snyder LLC for invoice #11064 in the amount of \$850.00.*

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

**EXECUTIVE SESSION**

Tom Gillette made a motion to go into executive session at 5:03 p.m. Dan DiLorenzo seconded this motion. The motion was approved by a 6-0 voice vote.

Betty Zubrzycki made a motion to end the executive session and adjourn the board meeting at 6:02 p.m. Dan DiLorenzo seconded this motion. The motion was approved by a 6-0 voice vote.

**PERSONNEL Part II**

*Motion A: Move that the board update the Special Education Coordinator salary on the approved salary grid to 80,186.26 for the 2022-2023 school year.*

*Motion B: Move that the board approve the salary of Charles Bonner from July 1<sup>st</sup>, 2022 through June 30<sup>th</sup>, 2023 at \$173,317.13.*

*Motion C: Move that the board approve the salary of Peter Hackney from July 1<sup>st</sup>, 2022 through June 30<sup>th</sup>, 2023 at \$121,176.15.*

*Motion D: Move that the board approve the salary of Cindy Rogers from July 1<sup>st</sup>, 2022 through June 30<sup>th</sup>, 2023 at \$56,955.15.*

Motions A through D under personnel part II were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 6-0 voice vote.

**ADJOURNMENT**

Tom Gillette made a motion to adjourn the board meeting at 6:28 p.m. Dan DiLorenzo seconded this motion. The motion was approved by a 6-0 voice vote.

Heather Humienny adjourned the meeting at 6:28 p.m.