

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
November 9th, 2021

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 5:00 p.m. Other Board members present were Tom Gillette, Dan DiLorenzo (via zoom), Betty Zubrzycki and Ruth Demshick. Mike Wolverton was not in attendance. School administration Dr. Charles Bonner (Chief Executive Officer) and Peter Hackney (Dean of Students) were in attendance. Leigh Ann Bonck (Omnivest) and Keisha McMillan (Omnivest), and Ian Croggon (Omnivest) were also in attendance.

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 **October 12th, 2021**.*

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

CEO REPORT

Dr. Bonner verbally presented the following CEO report:

- School Health Annual Reimbursement Request System (SHARRS) report was completed with a group effort. Thanks to Nurse Shauna, Cindy Rogers, and Andrea Mack for all their work!
- Andrea Mack has completed the 2021-2022 Comparability Reporting
- Worked with BTSD business manager Josh Sweigard – busing began again on 10/4/21. All 3 of our BTSD buses resumed transportation. BTSD alerted parents of start date/time/pick-up and drop-off.
- A Great American Insurance representative visited CSL on Wednesday 6th at 2:30. We were able to add a new policy to help our van drivers.
- Back to school night – 40 parents attended. The evening went very well!
- Word from Fire Marshal on the Storm drain. Still waiting on engineering firm as of 9/29/2021
- Attended webinar on Act 158 CC CB
- PAETEP - Act 13 Update

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- Equitable Practices in Leadership, Tuesday, October 19 CB
- 2021 Data Quality Network Meeting October 20 CC
- Transition Coordinator MTG, Thursday, October 21 CC
- BCSAA (Bucks County School Administrators' Association) Fall Virtual Event: Thursday, October 21 CC
- Bucks County Truancy Taskforce virtual meeting, Friday, October 22 AF CB
- Pennsylvania Association Federal Programs Coordinators: 2021 PAFPC Virtual Fall Regional Workshop. October 26, 2021. This program is for all schools receiving federal money. The purpose of PAFPC is to:
 - Promote an exchange of knowledge, experience, and ideas concerning federal programs in order to enable the members to serve educational entities with greater effectiveness and efficiency.
 - Disseminate information concerning resources available from the federal government so that greater use can be made of these resources.
 - Supplement and assist the flow of information and constructive comment from the offices of the Pennsylvania Department of Education that are responsible for the administration of federally supported educational programs.
 - Provide advice and counsel regarding federal programs to any member and /or organization seeking to serve the educational needs of the community, the state or the union.
- Provide training institutes or workshops in the area of federal programs
- Sponsors of the School Nutrition Program (SNP) and Child and Adult Care Food Program (CACFP) have notified us: The Pennsylvania Department of Education, Division of Food and Nutrition (DFN), is aware of temporary supply chain disruptions that some milk processors are experiencing, including labor and transportation disruptions, milk container shortages, and milk supply issues. Therefore, in some circumstances, milk suppliers may be unable to supply allowable fluid milk in sufficient quantities to meet the needs of your food program. CSL has already experienced a shortage in our supply of milk.
- IDEA-B Training Webinar Wednesday, October 27 CC CB
- Meeting with Michael Imburgia and Anu Anand State Project Director for K-12 Continuous LEA/School Improvement October 28th. CB CC PH
- Picture Day November 1, 2021
- Differentiating Instruction for ELs in the Content Classrooms Tuesday, November 2 CC
- PDE Charter School Special ED Meeting, Tuesday, November 2 CB
- CSI-1st Wed-Sneak Peek, Wednesday, November 3 CC CB

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- Monthly Meeting SIG. With Chad and Jamie Wednesday, November 3 PH CC CB
- Disproportionality Webinar, Thursday, November 4 CC CB
- PIMS - PVAAS/ACCESS, Monday, November 8 CC
- School Lunch Program Verification Due, Monday, November 8 CC
- Bucks County Community College admissions presentation, Tuesday, November 9
- Monthly Meetings for School Leaders and IU SIFs PH CC CB
- Veterans Day No School, Thursday, November 11
- College and Career Presentations – School Counselors
- A. US Navy Presentation, Wednesday, October 20
- B. Pennco Tech, Tuesday, October 26
- C. Army National Guard, Wednesday, October 27
- D. Hussian College Presentation, Thursday, October 28
- Personnel
- With great regret we bid farewell to Brian Sinkiewicz. Mr. Sinkiewicz will be moving to BTSD as a Health and Physical Education instructor.
- New Hire
- Health and PE - Michelle Way FT Start date 11/8/21.

Update of Employee Handbook – Joshua is working on the handbook, should be available by Friday 5th

Nursing update –

- Nurse Donna reached out to Dr Ruppertsberger and received new standing orders for the year, requested a date as to when he is available to do annual physicals and scoliosis screenings for the students.
- is currently awaiting an epi pen script as well as procuring more Narcan. requested a date as to when he is available to do annual physicals and scoliosis screenings for the students.
- went through all the student files and sent letters to parents of students who were missing Physical and Dental exams, any immunizations that are grade appropriate.
- followed up with St Chris Dental as Shauna started when she left, they are coming November 30, and Dec 2nd.
- reached out to Pennsbury Pharmacist Ken, are in the process of gauging interest for a vaccine clinic at our school.
- now preparing to begin the annual screenings for height, weight, vision and hearing.
- and the daily sick students and keeping up with Covid changes in reporting.

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Facilities

- Update on Storm Drain: the bids are in, and it will be on the agenda for council to vote on Tuesday November 9th

PUBLIC COMMENT

There was no public present at this school board meeting.

NEW BUSINESS

There were no new business items discussed at this school board meeting.

PERSONNEL

Motion A: Move that the board accept the resignation of Brian Sinkiewicz, Health and Physical Education teacher, on October 29th, 2021.

Motion B: Move that the board approve the hiring of Michelle Way as a full time Health and Physical Education (Emergency Certification) teacher for the 2021-2022 school year at salary of \$42,224.

Motion C: Move that the board approve tuition reimbursement (SY 21-22) for Sara Mohapp in the amount of \$1000 for completing (EDSPE 573) Effective Instruction: Inclusive Education at Holy Family University.

Motion A through C under personnel was moved by Tom Gillette and seconded by Betty Zubrzycki. The motion was 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 **October 31st, 2021**, 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 listing on **October 8th, 2021, October 14th, October 21st, 2021, and October 28th, 2021**, be approved for payment.*

Motion C: Move that the board approve payment to McKenna Snyder LLC for invoice #8451 in the amount of \$1048.89.

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

ADJOURNMENT

At 5:38 p.m. Tom Gillette moved that the board adjourn. This was seconded by Ruth Demshick. The board agreed to adjourn with a 5-0 voice vote. Heather Humienny adjourned the meeting at 5:38 p.m.