

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**November 10<sup>th</sup>, 2020**

## **Call to Order**

This CSL School Board meeting was held via Zoom video conferencing. Board President, Heather Humienny called the meeting to order at 4:47 p.m. Other Board members present were Betty Zubrzycki, Tom Gillette, Ruth Demshick, Mike Wolverton, and Dan DiLorenzo. Dr. Charles Bonner (Chief Executive Officer of CSL), Peter Hackney (Dean of Students at CSL) were in attendance. Leigh Ann Bonck (Omnivest), Keisha McMillan (Omnivest), Edmund Fosu-Laryea (Barbacane, Thornton & Company), Alex (Barbacane, Thornton & Company) 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 meetings held on **October 13th, 2020.***

Motion A under minutes was moved by Tom Gillette and seconded by Mike Wolverton. The motion was approved by a 6-0 voice vote.

## **CEO REPORT**

Dr. Bonner verbally presented the following CEO report.

We are slated to start our Hybrid School launch on November 12<sup>th</sup>.

We are in the process of organizing many moving parts.

- Busing – Coordinating with district Transportation (CR)
- Lunches – Coordinating with Pennsbury food service provider (CR)
- Will still service our students who choose to remain online
- Social distancing and mask signage are completed
- Inform parents about our Hybrid return
- Purchasing PPE material (PCCD Grant)
- Purchasing Chromebooks and laptops (PCCD Grant)
- Filing PCCD Grant paperwork through EGrants (Kim, Andrea, Leigh Ann)
  - Alerts and/or Tasks within the PCCD Egrants system – PCCD has approved our Quarterly Cumulative Fiscal Report. No further action is required at this time.  
Thanks to Kim and Andrea for their help with this. 11/3
- Rented a POD for storing classroom furniture that needs to be removed to allow for 6 feet of social distance in classrooms. Removed classroom furniture, measured for social distance requirements of desks.

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- Attending numerous SIG/RIT meetings
  - Check and Connect procedures
  - REMIND procedures
  - Early Warning System procedures
- Attend Truancy Task Force meeting
- Attend District Special Ed. Directors Meeting
- Attend Link up for Leadership meetings
- Attend Data Quality Network Webinars
- Complete all PIMS paperwork
- Student SAP Trainings
- Student Safe2Say Training – Video created by counselors
- Attend Pennsylvania Association of Federal Programs Coordinators Symposium (Required)
- Attend Charter School Continuity of Education Zoom Meeting
- Attend COVID Compensation Pattern Training
- Attend How to be a Special Ed Pro Training (CC)
- Meetings with Bayada Nurses for reopening. Nurse will begin in house on 11/13
- Pick up 500 requested free masks from BCIU
- McKinney Vento Monitoring meeting with PDE (some minor corrections, went well)
- Attend the Pennsylvania Education for Children and Youth Experiencing Homelessness Program (CC)
- Creation of the Weekly Hybrid Class Schedule (PH)
- Development of the PD day Schedule 10/19, 11/9, 11/10 (PH)
- Daily Operations Procedures for Hybrid Model (PH)
- Create a Student/Staff COVID screening app, a self-check to monitor students/staff (PH) health. Will have criteria determining whether a staff or student should come to the building. This will be further supported with random temperature checks in the building.
- Ms. Carlson is moving forward with our Robotics Program
- School Health Annual Reimbursement Request System (SHARRS) has been submitted
- Cleaners will start coming in on Monday, Wednesday, and Friday to clean the building.
- C & C roofing finished additional work (completed)
- Purchased hall pass software to better track student movement in the building. Establishing training date.
- Developing IEP Goals During the Pandemic - How to Help Teachers Think Differently and The Same! (CC)
- Quarterly Routine Meeting SIG/RIT
- Phase 3 LEA Future Ready Comprehensive Planning
- December Premium Credit from IBC – CSL will be provided with a 10 percent medical premium credit on their December invoices.

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**NEW BUSINESS**

*Motion A: Move that the Board of Trustees accept the school year 2019-2020 audit as presented by Barbacane, Thornton & Company.*

Motion A under new business was moved by Tom Gillette and seconded by Mike Wolverton. The motion was approved by a 6-0 voice vote.

*Motion B: Move that the Board of Trustees approve the attached school year 2020-2021 Emergency Instructional Time Template Section 520.1.*

Motion B under new business was moved by Tom Gillette and seconded by Mike Wolverton. The motion was approved by a 6-0 voice vote.

**PERSONNEL**

There were no personnel matters discuss at this meeting.

**BUSINESS**

*Motion A: Move that the Board of Trustees approve the following financial statements for the month ending **October 31<sup>st</sup>, 2020**, 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 7<sup>th</sup>, 2020, October 15<sup>th</sup>, 2020 and October 29<sup>th</sup>, 2020** be approved for payment.*

*Motion C: Move that the board approve payment to McKenna Snyder LLC for Invoice # 5097 in the amount of \$137.32.*

*Motion D: Move that the board approve payment to McKenna Snyder LLC for Invoice # 3698 in the amount of \$150.00.*

*Motion E: Move that the board approve payment to McKenna Snyder LLC for Invoice # 3699 in the amount of \$200.00.*

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

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**PUBLIC COMMENT**

There was no public present at this school board meeting. A request for access to the Zoom session was posted on our school door and on our school website for any citizen who wanted to attend the school board meeting.

**ADJOURNMENT**

Heather Humienny adjourned the meeting at 5:33 p.m.