

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**October 13<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 4:52 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) and Keisha McMillan (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 meetings held on **September 8th, 2020.***

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

**CEO REPORT**

Dr. Bonner verbally presented the following CEO report.

We had our Back to School Night on 9/18/20. The staff created 3 minute videos introducing themselves and explaining about their classes. There was a good turnout from parents.

We worked with five families that did not have internet access by purchasing a HotSpot for them. The HotSpot have been delivered to the families and are working well.

We have been in touch with Litwin HVAC and the new air handler has been installed and is working well. The final invoice has been sent to the 3 insurance companies that work with us and we should have the final cost coverage number soon.

Nurse Shauna has been in contact with Dr Ruppertsberger. He did renew our standing orders to administer over the counter medications, albuterol for an asthma emergency, and NARCAN for the new school year. He will still need to write the prescription for new epi pens and an order for Albuterol for emergency nebulizer/asthma treatment.

Nurse Shauna has also sent letters to parents/guardians:

- 1) requesting immunizations for 7th and 12th grade
- 2) requesting physical exams and dental exams for new student-with info on ST Chris dental
- 3) Notified 11 grade parents that meningitis vaccine will be due for 12th grade and it can be given at age 16
- 4) requested 9th grade physical exams
- 5) requested 7th grade dental exams with info on ST Chris Dental

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- 6) Notified all students who are patients of St Chris- Dental program they can continue to get dental care at St Chris hospital- all info included
- 7) Mobile dental care will resume at school at a later date

Most 12th grade students are non-compliant with meningitis vaccination. Only 4 have received MCV . Most 7th grade students are compliant with Tdap and MCV - only 2 are not.

We were informed that there had been a change in the expiration date of NARCAN. We were told that they were supposed to be good for 3 years as opposed to 2. That information has since changed. We have been in contact with Mallory Perrotti, Prevention Supervisor Bucks County Drug & Alcohol Commission, Inc., and she has delivered 2 new packs of NARCAN. These new packs will be good for 3 years.

We have received a copy of the fully executed signature page of the approved subgrant PCCD Grant ID 33638. Many thanks to Kim, Andrea, Leigh Ann, and Cindy for their work in getting this completed. Of the \$90,000 we have already spent \$ 20,938.81, leaving us \$69,052.66 to spend. This needs to be spent by October 31<sup>st</sup>. We are finalizing the purchase of new Chromebooks, teacher laptops and PPE materials.

We have had a number of CSL/SIF Planning Meeting with Wanda Suarez. Wanda is our new Improvement Facilitator, Comprehensive Support, and Improvement from CCRES Educational and Behavioral Services. She is the new Susan Ostrich. We will be working with Wanda and her team this year to help improve our on time graduation cohort rate.

The federal government has made 4 million cloth face masks available to all Pennsylvania students at no cost. The PDE Charter School Office delivered a survey for us to complete requesting the masks. The intermediate units have been asked to support the distribution of the face masks to schools. We have requested 500 masks.

Barbacane and OmniVest are working to complete the financial audit. Edmund assures me that his team is working with Omninvest to wrap up the audit. The audit presentation is scheduled for the November board meeting.

We are following the reopening plans of our area school districts. Some are moving towards a hybrid opening and some are still in discussion as to what their plans will be, but as of now remaining online. We are contacting district bussing and food providers to begin planning.

## **NEW BUSINESS**

*Motion A: Move that the Board of Trustees approve the attached contract from C&C Family Roofing & Siding for the amount of \$2275.00.*

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Motion A under new business was moved by Tom Gillette and seconded by Dan DiLorenzo. 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 **August 30, 2020 and September 31<sup>st</sup>, 2020**, 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 listing on **August 4<sup>th</sup>, 2020, August 26<sup>th</sup>, 2020 and August 18<sup>th</sup>, 2020, September 2<sup>nd</sup>, 2020, September 17<sup>th</sup>, 2020, September 24<sup>th</sup>, 2020, and September 30<sup>th</sup>, 2020** be approved for payment.*

Motion C: *Move that the board approve payment to McKenna Snyder LLC for Invoice # 4749 in the amount of \$75.00.*

Motion D: *Move that the board approve payment to McKenna Snyder LLC for Invoice # 4750 in the amount of \$308.00.*

Motions A through D under business were moved by Tom Gillette and seconded by Betty Zubrzycki. The motions were approved by a 6-0 voice vote.

**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**

Tom Gillette move to adjourn the meeting at 5:23 p.m. and this was seconded by Dan DiLorenzo. This was approved with a 6-0 voice vote. The Board President, Heather Humienny, adjourned the meeting at 5:25 p.m. .