

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
January 14th, 2020

Call to Order

Board President, Heather Humienney called the meeting to order at 4:50 p.m. Other Board members present were Tom Gillette, Betty Zubrzycki, and Ruth Demshick. Board members Dan DiLorenzo and Mike Wolverton were not present. Also in attendance were Dr. Charles Bonner (Chief Executive Officer), Peter Hackney (Dean of Students), Richard Delp (Schiller and Hersh Associates, Inc), Leigh Ann Bonck (Omnivest), and Keisha McMillan (Omnivest).

PLEDGE of ALLEGIANCE

NEW BUSINESS

Presentation from Richard Delp (Schiller and Hersh Associates, Inc) on potential new security system.

CEO REPORT

Dr. Bonner presented the following CEO report:

Barbacane completed our Audit report. The Audit went well. CSL had no Significant deficiencies or Material weaknesses. However, they did discover some concerns in the internal control process. These deficiencies are being addressed at the present time.

All teachers have been alerted through PAETEP to begin their portion of the evaluation process.

We continue to work with Susan Ostrich, our liaison from PDE. Our selected ESSA interventions (Achieve 3000, Check and Connect, Mathia, and the Parent Engagement Project (i.e. the Remind Program) are all moving forward. Susan will be in to work with us to finalize the questions which will be used for the random student surveys. The goal of the survey is to determine the students' reaction to the effectiveness of the selected ESSA interventions. In addition, we will select a random sampling of "at-risk" students we would like to interview. The student interviews have been scheduled for December 18th. Susan will be here Monday December 16th to support the EWR team and the Check and Connect intervention committee and then Wednesday December 11th to help facilitate the data collection needed to complete the monthly report.

We are attempting to get our E-Rate plan from CTI, so that OmniVest can apply for funding through the E-Rate process.

We are still working toward fulfilling our security upgrade. Rich Delp believes the documents should be ready to send out Wednesday (4th) or Thursday (5th). He is planning to send them to Oliver Fire Protection & Security and to CM3. Both should be able to give us bids via a State Contract setup. We can then compare the (2) bids.

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Mrs. Pearsall uploaded our School Immunization report to PDE. Mrs. Pearsall has done a lot of work getting families on board with required immunizations. Great work Mrs. Pearsall.

We will be attending our first Truancy court appearance on January 15th. Ms. Harrison has done a great job keeping CSL compliant with SAIP meetings and reporting. Thanks Ms. Harrison.

We said goodbye to Ms. Harrison who left on January 8th for a new position. We wish her the best of luck in her new position. She will be greatly missed.

The Audit Certification for the Annual Financial Report has been signed and uploaded to the CFRS by Barbacane. They have sent the final FY18/19 audit with the adjustments to OmniVest.

Our last professional development day was canceled due to snow. We have rescheduled the Sensitivity Training for our next PD day on January 27th. The presentation will be done by Kristin Chapin, MS NPL, Associate Director at the YWCA Bucks County.

We are in the process of changing our payroll provider. We will be moving to PayUSA. A representative from PayUSA will be at CSL on 1/27/20 to answer any questions the staff may have regarding the new Payroll. A flyer is attached about setting up the app.

Nurse Shawna has been in the process of doing hearing screenings for our students. She should be completed by the time of our board meeting.

Mrs. Lambert has 23 students taking the winter Keystones. The testing window will be from 1/7/20 until 1/15/20. Mrs. Lambert is doing a great job implementing and completing all the tasks that go along with the testing process.

From the Counseling Department:

On Tuesday, 1/7 during 8th period ISL, a representative from Hussian College will be giving an admission presentation for all those interested. Hussian is a performing and creative arts college in Philadelphia. Miss Niwinski is offering extra credit to all those who attend and ask questions.

On Wednesday, 1/8 during 8th period ISL, we will have our 2nd Annual Alumni Day. Come hear from past graduates of CSL as they share their experiences about life after high school.

The Pennsylvania Department of Health, Division of School Health, has completed processing the School Health Annual Reimbursement Request System (SHARRS). The voucher has been submitted to the Department of Treasury for payment. Payment takes approximately 6 – 10 weeks to be released to the school. Our total reimbursement was \$2,770.06.

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Alumni Day at CSL was on 1/8/20. All of the Middle School and their ISL teachers will attend. High School students who are interested are also invited. The event will be held in the gym. The following alumni are part of our panel:

- Devin Lebowitz
- Michael Are
- Keara Saturnino
- Shamirah Moore
- Trinity Kondyra
- Ryan Esterlund
- Josh Marks

Ms. Rinaldo is the Homeless Liaison at CSL Charter School. One of our students is currently homeless. Ms. Rinaldo is working to try and get him busing through the PA Education for Children and Youth Experiencing Homelessness Program in conjunction with Rosa Parks-Green, Esquire, Director of Student Rights and Responsibilities School District of Philadelphia | Office of Student Rights and Responsibilities.

A PDE representative was in on 1/9/20 to monitor our Keystone Testing process. Mrs. Lambert had everything well organized and the monitoring went very well.

APPROVAL of MINUTES

*Motion A: Move that the Board of Trustees approve the minutes from the previous Board of Trustees meetings held on **December 10th, 2019.***

Tom Gillette moved motion A under minutes. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

NEW BUSINESS

Motion A: Move that the Board of Trustees approve the attached maintenance proposal #8326 for a sum of \$6,600 from Ray Litwin's Heating and Air Conditioning.

Tom Gillette moved motion A under new business. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

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PERSONNEL

BUSINESS

Motion A: *Move that the Board of Trustees approve the recurring bill pay list as provided by Omnivest in the financial packet provided on **January 10th, 2020**.*

Motion B: *Move that the Board of Trustees approve the following financial statements: account receivable aging summary, Wells Fargo check register, Fulton Bank check register, PLGIT check register, and cash balance report as provided by Omnivest in the financial packet provided on **January 10th, 2020**.*

Motion C: *Move that all the bills on the accounts payable transmittal listing on **December 10th, 2019, and December 17th, 2019** be approved for payment.*

Tom Gillette moved motions A through C under business. This was seconded by Betty Zubrzycki. The motions were approved with a 4-0 voice vote.

PUBLIC COMMENT

There was no public present at this school board meeting.

ADJOURNMENT

Tom Gillette moved to adjourn the meeting. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

The meeting was adjourned at 5:49 p.m.