

Center for Student Learning Charter School at Pennsbury
MEETING MINUTES from
October 22nd, 2019

Call to Order

Heather Humienney called the meeting to order at 4:45 p.m. Present were Board Members, 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), Robin Eglin (Omnivest) and Keisha McMillan (Omnivest).

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 10th, 2019.***

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

FINANCIALS

Robin Eglin and Keisha McMillan presented CSL financials. Following the presentation of the financials both Robin Eglin and Kiesha McMillan left the meeting.

CEO REPORT

Dr. Bonner presented the following CEO report:

- Ms. Rinaldo attended the Regional Homeless Liaisons at the Bucks IU. She also attended the FAFSA training at the IU.
- CSL FAFSA night will be on 11/21/2019.
- On 10/23 CSL will have a Fund drive at Chick-Fil-A in Oxford Valley. Thanks to Mrs. Lambert for setting this up and attending.
- We are moving forward with our Student Improvement Grant program. We just received an \$11,000 check and we are told that we will begin receiving \$5000 per month.

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- We have received all of materials for Mathia, Remind and Check and Connect.
- We have had 2 Remind afterschool meetings.
- Our Remind app will also serve to strengthen our Parent Engagement Policy.
- We are planning a parent engagement meeting on 11/4 where we invite Title 1 parents to come and give input for our Parent and Family Engagement Policy. They will also have the opportunity to give input to our Equity Plan. We will discuss how our Title 1 money is distributed and how we are doing with our standardized test scores and PVASS scores.
- We attended two Check and Connect webinars on 10/8 and 10/10.
- Our Remind app will also serve to strengthen our Parent Engagement Policy.
- We implemented the Pennsylvania Youth Survey (PAYS) on Thursday 10/2 to grade 6, 8, 10 and 12. This is a drug and alcohol use survey distributed by PDE. The survey was completed and mailed.
- Our Mitsubishi HVAC system was fixed to a certain extent. There are still some maintenance and upkeep concerns that will be attended to soon. Mr. Gillette has offered to go on a walk through with Ray Litwin (HVAC) after 10/16/20.
- We have updated our Bullying Policy and our Memorandum of Understanding with the Tullytown Police department with the Safe Schools department of PDE.

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PERSONNEL

Motion A: Move that Hilary Donahue be given a stipend of \$200 for coordinating the PSAT/SAT testing for the 2019-2020 school year.

Tom Gillette moved Motion A and B under personnel. This was seconded by Ruth Demshick. The motions were approved with a 5-0 voice vote.

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 **October 18th, 2019**.*

*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 **October 18th, 2019**.*

*Motion C: Move that all the bills on the accounts payable transmittal listing on **September 5th, 2019, and September 21th, 2019** be approved for payment.*

Motion D: Move that the board approve payment to McKenna Snyder LLC for matter # 669 in the amount of \$4,026.95.

Motion E: Move that the board approve payment to Buchanan Ingersoll & Rooney for invoice # 0096414-000001 in the amount of \$1,818.90.

Motion F: Move that the board approve payment to Buchanan Ingersoll & Rooney for invoice # 11101276 in the amount of \$667.35.

Tom Gillette moved Motions A through F under business. This was seconded by Ruth Demshick. The motions were approved with a 4-0 voice vote.

EXECUTIVE SESSION

Tom Gillette moved a motion to go into executive session at 5:35 pm. This was seconded by Betty Zubrzycki. The motions were approved with a 4-0 voice vote.

Tom Gillette moved a motion to end executive session at 6:13 pm. This was seconded by Ruth Demshick. The motion was approved with a 4-0 voice vote.

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BUSINESS (Continued)

Motion G: Move that board approve revisions to the 2019-2020 CSL Employee Handbook as discussed at the board meeting on October 22nd.2019.

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

Motion H: Move the board of trustees approve the Legacy plan giving a \$10,000 immediate increase base salary increase to instructors who complete 10 years of service as a teacher (as a 10-month employee) at The Center for Student Learning Charter School at Pennsbury.

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

Motion I: Move that board accept the flag donation, with gratitude, of the flag on the pole outside of the CSL building from the Frost family.

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

PUBLIC COMMENT

There was no public present at this school board meeting.

NEW BUSINESS

ADJOURNMENT

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

The meeting was adjourned at 6:17 p.m.