

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**September 10<sup>th</sup>, 2019**

**Call to Order**

Heather Humienney called the meeting to order at 5:03 p.m. Present were Board Members, Tom Gillette, Mike Wolverton, Betty Zubrzycki, Ruth Demshick, and Dan DiLorenzo (via phone). Also in attendance were Dr. Charles Bonner (Chief Executive Officer), Peter Hackney (Dean of Students), Leigh Ann Bonk (Omnivest).

**PLEDGE of ALLEGIANCE**

**APPOINTMENT OF TEMPORARY PRESIDENT**

Annual election of officers is required by the by-laws. The process begins with the appointment of a temporary president who presides for the nomination and election of the president. The newly elected president then presides for the nomination and election of other officers and any other business.

Motion A:      Move that Tom Gillette be appointed Temporary President of the Center for Student Learning to preside for the nomination and election of President.

Heather Humienney moved Motion A. This was seconded by Mike Wolverton. The motion was approved with a 6-0 voice vote.

**ELECTION OF PRESIDENT**

Temporary Board President Tom Gillette looked for someone to make a motion in regard to electing a board president.

Motion B:      Move that Heather Humienney be elected President of the Center for Student Learning for a term to expire at the annual meeting in September 2020.

Betty Zubrzycki moved Motion B. This was seconded by Mike Wolverton. Seeing no other motions to elect a board president, Temporary Board President Tom Gillette called for a vote on motion B. The motion was approved with a 6-0 voice vote.

Heather Humienney resumed the Board President role at this point to carry out elections. She looked for a nomination for Vice President of the board.

**ELECTION OF VICE PRESIDENT**

Motion C:      Move that Tom Gillette be elected Vice President of the Center for Student Learning for a term to expire at the annual meeting in September 2020.

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Betty Zubrzycki moved Motion C. This was seconded by Mike Wolverton. Seeing no other motions to elect a board president, Temporary Board President Tom Gillette called for a vote on motion C. The motion was approved with a 6-0 voice vote.

Heather Humienney looked for a nomination for the board Secretary.

ELECTION OF SECRETARY

Motion D:        Move that Betty Zubrzycki be elected Secretary of the Center for Student Learning for a term to expire at the annual meeting in September 2020.

Tom Gillette moved Motion D. This was seconded by Ruth Demshick. Seeing no other motions to elect a board secretary, Board President Heather Humienney called for a vote on motion D. The motion was approved with a 6-0 voice vote.

Heather Humienney looked for a nomination for the board Treasurer.

ELECTION OF TREASURER

Motion E:        Move that Mike Wolverton be elected Treasurer of the Center for Student Learning for a term to expire at the annual meeting in September 2020.

Tom Gillette moved Motion E. This was seconded by Betty Zubrzycki. Seeing no other motions to elect a board treasurer, Board President Heather Humienney called for a vote on motion E. The motion was approved with a 6-0 voice vote.

Dan DiLorenzo needed to exit the meeting.

ELECTION OF TRUSTEES

Motion A:        *Move that Heather Humienney be elected to the position of Trustee with a term of office to expire at the annual meeting in September of 2022.*

Motion B:        *Move that Mike Wolverton be elected to the position of Trustee with a term of office to expire at the annual meeting in September of 2022.*

Tom Gillette moved Motion A and B under election of trustees. This was seconded by Betty Zubrzycki. The motion was approved with a 5-0 voice vote.

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**APPROVAL of MINUTES**

*Motion A: Move that the Board of Trustees approve the minutes from the previous Board of Trustees meetings held on **September 10<sup>th</sup>, 2019.***

Tom Gillette moved Motion A under minutes. This was seconded by Betty Zubrzycki. The motion was approved with a 5-0 voice vote.

**CEO REPORT**

- The Borough of Tullytown Fire Marshal completed his inspection of the building on 8/21/19. Minor recommendations have been addressed. One question was concerning our emergency lighting system. We brought in an electrician and all fixtures are working appropriately. There are some non-emergence fixtures that will need to be replaced. They will be replaced with LED fixtures. We received our certificate from the Fire Marshall.
- The signed Consolidated Federal Grant Agreement has been sent to OmniVest and they in turn sent to PDE. We should be receiving \$39,243.00 combined for out Title I, II and IV allocations.
- We are working with Marc Bernstein and OmniVest to retrieve roughly \$41,030 of IDEA passthrough money that was not collected during the 2018-19 school year. This interaction with the IU was completed. We have received our money.
- We have completed the 2019-2020 School Term Special Education Service Agreement with the BCIU. This will cover a speech therapist, occupational therapist, and a visually impaired therapist.
- We are working with OmniVest on the completion of the School Health Annual Reimbursement Request System (SHARRS) report. All portions of the paperwork have been completed.
- Barbacane Thornton has started their audit on 9/3 and will go through the following week. Edmund and OmniVest have been in contact regarding needed information.
- The nursing contract with Bayada Nursing has been updated, signed and returned to Bayada.

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- Mrs. Pearsall has St Christopher's hospital coming in on 4<sup>th</sup>, 6<sup>th</sup>, and 9<sup>th</sup> to do dental work on our students. We have 28 students participating and due to the high numbers Mrs. Pearsall got St. Christopher's to come in on the 5<sup>th</sup> also.
- Back to school night is on September 11<sup>th</sup> at 5 pm.
- We opened the school year with 159 students!!!! With students still enrolling.

**PERSONNEL**

Motion A: *Move that the Board of Trustees approve a stipend for Heather Lambert to be the high school testing coordinator for the 2019-2020 school year in the amount of \$400.*

Motion B: *Move that the Board of Trustees approve a stipend for Ashley Carlson to be the middle school testing coordinator for the 2019-2020 school year in the amount of \$400.*

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 **August 5th, 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 **August 5th, 2019.***

Motion C: *Move that all the bills on the accounts payable transmittal listing on **August 6<sup>th</sup>, 2019 and August 28<sup>th</sup>, 2019** be approved for payment.*

Motion D: *Move that the board approve payment to Buchanan Ingersoll & Rooney for Invoice # 11115533 in the amount of \$69.00.*

**FINANCIALS**

Leigh Ann Bonk (Omnivest) presented the monthly financials report

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Tom Gillette moved Motions A through D under business. This was seconded by Ruth Demshick. The motions were approved with a 5-0 voice vote.

**PUBLIC COMMENT**

There was no public present at this school board meeting.

**NEW BUSINESS**

There was no new business discussion or motions.

**ADJOURNMENT**

Tom Gillette moved to adjourn the meeting. This was seconded by Mike Wolverton. The motion was approved with a 5-0 voice vote.

The meeting was adjourned at 5:42 p.m.