



**Minutes from the Regular Meeting of the  
Board of Trustees  
December 14, 2015  
5:30 p.m.  
York Academy Regional Charter School**

**I. Call to Order**

*The regular meeting of the Board of Trustees was called to order at 5:30 p.m. by Nancy Ahalt following an Executive Session of the Board of Trustees.*

**II. Roll Call**

*Board members in attendance: Allison Yinger, Ellen Johnson, Robert Lambert, Susan Krebs, Patrick Ball, Edward Bird, Meagan Feeser, and Nancy Ahalt.*

*Staff attending: Monik Johnson, Michael Lowe, Tina Ziegler, and Tracy Zeiders*

*Others present: Dondra Lewis*

**III. Approval of the Minutes of the Regular Meeting of the Board of Trustees of November 9, 2015.**

*Motion to approve offered by Ellen Johnson, seconded by Patrick Ball. The vote to approve the minutes was unanimous.*

**IV. Public Comment on Agenda Items**

*None*

**V. Petitions and Communications**

*None*

**VI. Monthly Instructional Report**

*Reading Specialist Presentation – Ms. Tracy Zeiders: Ms. Zeiders reported on the following: Literacy Night which had record high attendance; Two upcoming Parent Workshops on January 14; and the F & P results.*

**VII. Reports from Committee**

**A. Finance and Facilities**

*Patrick Ball*

1. Report – Proposal for Boys' and Girls' Basketball Teams

***BE IT RESOLVED, by the Board of Trustees, that the proposal to offer a York Academy Basketball Team for 5<sup>th</sup> and 6<sup>th</sup> grade boys and girls, coached by Mr. Matthew Bricker and Mr. Peter Shuey at a stipend of \$500 each, be approved for the 2015-2016 school year.***

*Motion to approve offered by Patrick Ball; seconded by Meagan Feeser. The vote was unanimous.*

2. Report – Envirothon Activity

***BE IT RESOLVED, by the Board of Trustees, that Mrs. Jennifer Klimchock be appointed as Volunteer Envirothon Coach for the 2015-2016 school year.***

*Motion to approve offered by Patrick Ball; seconded by Ellen Johnson. The vote was unanimous.*

3. Report – Renewal for Life and AD & D Insurance

***BE IT RESOLVED, by the Board of Trustees, that the renewal rates for Life Insurance and Accident Death and Dismemberment provided by Mutual of Omaha be approved, effective December 1, 2015 through December 1, 2017.***

*Motion to approve offered by Patrick Ball; seconded by Edward Bird. The vote was unanimous.*

4. Report – Use of Facility Request

The following use of facility was reported to the Board of Trustees:  
York Academy PTO for use of the cafeteria and gymnasium, of the York Academy Regional Charter School, on February 18, 2016 (5:00-7:00 p.m.) and February 19, 2016 (6:00-8:00 p.m.) for the purpose of Valentine Dance Parties. The fee for this usage will be waived.

***B. Academic Assessment and Curriculum***  
*None*

***Robert Lambert***

***C. Personnel***

***Sue Krebs***

1. Report – Approval of Conference Requests

***BE IT RESOLVED, by the Board of Trustees, that the following requests for conferences be approved:***

- a. LaTosha Wright and Tracy Zeiders to attend the National Title I Conference, January 28-31, 2016, Houston, Texas. The cost for the conference is approximately \$3198.00 for both individuals, paid through Title I funding.***
- b. Brendon McGirr to attend the National Council for History Education Conference, April 23-23, 2016, Niagara Falls, New York. The approximate cost of the conference is \$1084.00.***
- c. Aislinn Cunningham to attend the Pennsylvania School Counselors' Association Annual Conference, February 18-20, 2016, Hershey, Pennsylvania. The approximate cost of the conference is \$454.00.***

*Motion to approve offered by Sue Krebs; seconded by Meagan Feeser. The vote was unanimous.*

2. Report – Approval of Child-Bearing Leave

***BE IT RESOLVED, by the Board of Trustees, that the request of Ms. Karissa Wilson, Instructional Assistant, for Child-Bearing Leave, March 7, 2016 through April 22, 2016, be approved.***

*Motion to approve offered by Sue Krebs; seconded by Ellen Johnson. The vote was unanimous.*

3. Report – Approval of Child-Bearing Leave

***BE IT RESOLVED, by the Board of Trustees, that the request of Mrs. Leanne Kohler, Grade 1 Teacher, For Child-Bearing Leave, January 19, 2016 through February 19, 2016 be approved.***

*Motion to approve offered by Sue Krebs; seconded by Ellen Johnson. The vote was unanimous.*

4. Report – Approval of Substitute

***BE IT RESOLVED, by the Board of Trustees, that the appointment of the following individuals as Substitute Teachers for the 2015-2016 school year be approved:***

- a. Nicole Bear***
- b. Jennifer Boyce***
- c. Lynne Darrah***

- d. Eileen Druck*
- f. Rebecca Frederick*
- g. Jill Harlacher*
- h. Jane Ireland*
- i. Belinda Ray*
- j. Diane Rittle*
- k. Wendy Sharpe*
- l. Ashley Sipe*
- m. Margie Staley*
- n. Julie Stefko*
- o. Karissa Wilson*
- p. Lori Woods*

*Motion to approve offered by Sue Krebs; seconded by Patrick Ball. The vote was unanimous.*

**D. Nominating**  
*None*

**Robert Lambert**

**E. Marketing**  
*None*

**Meagan Feeser**

**F. Administrative Services**

**Edward Bird**

1. Report – Submission of Innovation Grant Proposal

***BE IT RESOLVED, by the Board of Trustees, that the submission of the Innovation Grant be approved.***

*Motion to approve offered by Edward Bird; seconded by Ellen Johnson. The vote was unanimous.*

2. Report - Enrollment Report

The enrollment for the York Academy as of Thursday, December 10, 2015 is as follows:

Registrations by Grade:

Kindergarten:	75 students
Grade One:	75 students
Grade Two:	75 students
Grade Three:	75 students
Grade Four:	71 students
Grade Five:	74 Students
Grade Six:	75 Students
<b>TOTAL</b>	<b>520 students</b>

Registrations by District:

Central York:	28 students
Dallastown	7 students
Dover	18 students
Eastern	2 students
Northeastern	13 students
Red Lion	17 students
Spring Grove	9 students
West Shore	3 students
West York:	33 students
York City:	367 students
York Suburban:	23 students

**G. Audit**  
*No report*

**Patrick Ball**

**VIII. Petitions and Communications**  
*None*

**IX. Chief Executive Officer's Monthly Report**

**Dennis Baughman**

A. Report – Chief Executive Officer

*In Dr. Baughman's absence, Dr. Lowe reported the following: The Central York School Board Presentation; the Mitten and Hat Tree sponsored by the Leadership Team; and a thank you to the Women's Giving Circle for their generous donation.*

B. Report – Business Manager

**Monik Johnson**

**YCCF Strategic Community Grant Opportunities:** *M. Johnson and D. Goodwin submitted a grant application for the Strategic Community grant to fund the Artist in Residency partnerships provided by the Cultural Alliance of York County for the 2015-2016 school year for 6<sup>th</sup> grade in the amount of \$9,950.*

**Student Intervention Grant (SIG) (\$69,699):** *York Academy is in its' third year of being designated as a focus school. Due to this designation, York Academy is allocated \$76,653 in SIG funds for the 2015-2016 school year. These funds will be used for literacy materials in the areas of Social Studies, SPED/GIEP, Speech and Library instruction; professional development and interactive equipment (projectors/whiteboards) for the Music room and gym/cafeteria.*

**Safe Schools Initiative Targeted Grants – Equipment (\$16,845):** *D. Baughman and M. Johnson have submitted a grant application for security equipment that includes a Visitor Identification system and additional surveillance equipment for the school.*

**Food Service Equipment Grant (\$27,288.30):** *M. Johnson and J. Linnemans have submitted a grant for equipment for a dishwasher to be used in the cafeteria.*

**Finance Committee Meeting:** *The Finance Committee met on Thursday, October 22, 2015 @ 7:30 to discuss a 403(b) alternative option, updates on the purchase of a high school building as well as other financial items. M. Johnson will continue gathering data on these topics in preparation for the January meeting.*

**2016-2017 Budget Process:** *M. Johnson has sent out budget request to teachers and administration; they are due to be submitted by December 21<sup>st</sup>. M. Johnson has begun to develop end of year projections.*

**Bank RFP Process:** *We have received an RFP for banking services from Peoples Bank, M & T Bank and Fulton Bank. M. Johnson will put together a comparison of bank services for the Finance Committee meeting in January.*

**Other Items for discussion:**

*Due to the state budget impasse, schools and organizations that depend on state funding have been forced to borrow for cash flow needs. School districts have been discussing if they will be able to pay the charter/cyber schools the monthly tuition cost since they are not receiving state funding. To date, all of our home school districts have been paying the monthly tuition bills in a timely manner. M. Johnson and D. Baughman have meet with Peoples Bank on Friday, October 16<sup>th</sup> to discuss increasing the line of credit to cover three months of cash flow.*

**Cash on Hand:**

*Unrestricted cash balance of (11/30/2015):*

*\$581,627 (liquid)*

Current receivables of (11/30/2015):	\$616,778
Term loan available balance:	<u>\$600,000</u>
<b>Total:</b>	<b>\$1,798,405</b>
Average expenses:	<b>\$504,183/month</b>

**Cash/Cash Equivalents on hand:** York Academy currently has available 3.56 months or 110 days of cash on hand as of 11/30/15.

<b>YARCS Accounts Receivable Report: November 30, 2015</b>			
<b>School District</b>	<b>October</b>	<b>November</b>	<b>Total Due</b>
Central	29548-Paid	35,250.00	<b>35,250.00</b>
Dallastown	10,271.76	9,053.10	<b>19,324.86</b>
Dover	24120-Paid	20,204.35	<b>20,204.35</b>
Eastern	3659.8-Paid	3,293.82	<b>3,293.82</b>
Northeastern	13745-Paid	14,249.40	<b>14,249.40</b>
Red Lion	18,747.34	18,274.02	<b>37,021.36</b>
Spring Grove	9903.4-Paid	9,348.42	<b>9,348.42</b>
West Shore	1471.52-Paid	2,207.28	<b>2,207.28</b>
West York	40185.73-Paid	35,556.30	<b>35,556.30</b>
York City	402593.24-Paid	350,331.82	<b>350,331.82</b>
York Suburban	39330.72-Paid	34,722.54	<b>34,722.54</b>
Other invoices	114.40	1,050.00	<b>1,164.40</b>
<b>Total Tuition/Other Rec. Due:</b>	<b>29,133.50</b>	<b>533,541.05</b>	<b>562,674.55</b>
National School Lunch Prog.	182.70	2,088.66	<b>2,271.36</b>
<b>Total Tuition &amp; Cafeteria Rec. Due:</b>	<b>29,316.20</b>	<b>535,629.71</b>	<b>564,945.91</b>
Federal Receivables	-	51,831.99	<b>51,831.99</b>
<b>Grand Total Rec. Due:</b>	<b>29,316.20</b>	<b>587,461.70</b>	<b>616,777.90</b>

**X. Treasurer's Report**

*Patrick Ball*

- A. Report – Approval of York Academy Financial Statements  
**BE IT RESOLVED by the Board of Trustees that the attached York Academy Regional Charter School Financial Statements as of October 31, 2015 be approved as presented, subject to audit.**

*Motion to approve offered by Patrick Ball; seconded by Stephen Tansey. The vote was unanimous.*

- B. Report – Approval of Bills  
**BE IT RESOLVED, by the Board of Trustees, that the provided listing of bills be approved for payment.**

*Motion to approve offered by Patrick Ball; seconded by Edward Bird. The vote was unanimous.*

**XI. Old Business**

*None*

**XII. New Business**

*Dr. Ahalt made a recommendation, which was accepted by the Board, to postpone the committee meetings of the Board of Trustees from December 28, 2015 to be held prior to the regular meeting of the Board of Trustees on Monday, January 11, 2016.*

**XIII. Comments from the Public**

*None*

**XIV. Meeting/Activity Dates**

A. December 28, 2015 – Board of Trustees Committee Meetings, 5:30 p.m.

**XV. Items for Distribution**

*None*

**XVI. Adjournment**

*Motion was made to adjourn the meeting by Ellen Johnson, seconded by Patrick Ball. The meeting adjourned, by unanimous vote, at 6:25 p.m.*