



**Regular Meeting of the Board of Trustees  
February 8, 2016  
5:30 p.m.  
York Academy Regional Charter School**

***THERE WILL BE AN EXECUTIVE SESSION PRIOR TO THIS MEETING AT 5:30 P.M.***

**AGENDA**

- I. Call to Order**
- II. Roll Call**
  - Allison Yinger
  - Robert F. Lambert
  - Susan D. Krebs
  - Ellen Bers Johnson
  - Dr. Nancy Ahalt
  - Stephen Tansey
  - William Dannehl
  - Patrick Ball
  - Edward Bird
  - Meagan Feeser
- III. *Approval of the Minutes of the Regular Meeting of the Board of Trustees of January 11, 2016.*** *(attachment)*
- IV. Public Comment on Agenda Items**
- V. Petitions and Communications**
- VI. Monthly Instructional Report**  
**Special Education – Ms. Amy Dove and Mrs. Maxleen Gutierrez**
- VII. Reports from Committees**
  - A. *Finance and Facilities*** *William Dannehl*
    - 1. Report – Use of Facility Request  
The following use of facility is reported to the Board of Trustees: The York Academy PTO for use of the York Academy Gymnasium, Cafeteria, Exercise Room, and first and second floor classrooms for the Global Adventure activity scheduled for

Saturday, April 2, 2016, 2:00 to 4:00 p.m. There will be no charge for the use of the facility.

2. Report – Extracurricular Activities for 2016-2017

Previously, the Board of Trustees approved the creation of a boys' and girls' basketball teams for the 2015-2016 school year. The coaching positions for these two activities were approved by the Board of Trustees with a stipend of \$500 for each.

The York Academy was able to offer an Envirothon program for fifth and sixth grade students at no cost to the school. Ms. Jennifer Klimchock and Ms. Lori Woods volunteered to coach this team. Please be advised that there are over thirty students prepared to participate in the Envirothon program.

In preparation for the 2016-2017 school year, the administration is recommending the following stipends be paid for Extracurricular Activities:

Boys' Basketball Coach	\$1,000
Girls' Basketball Coach	\$1,000
Envirothon Coach	\$750
Envirothon Assistant Coach	\$500

In addition, please be advised that there have been other inquiries regarding other extracurricular activities for students. These include volleyball and cross country. It is recommended the Board of Trustees begin the discussion of extracurricular activities for the York Academy and identify any additional opportunities that might be offered to students.

From the perspective of the administrative staff, it would appear that either volleyball or cross country could be of interest at the York Academy. Both would be sports that would include boys and girls. However, please be advised that with only seventh grade in the school, opportunities for completion will be extremely limited as many middle schools do not have these activities for middle school students.

3. Report – Purchase of Insurance

It is recommended the Board of Trustees approve the following insurance coverage for the 2016-2017 school year:

Wright Specialty/Caitlyn Indemnity	\$23,450
Property, Liability, School Leaders E & O, and Blanket Volunteer Data Compromise Endorsement	\$756
UPMC	\$15,011
Workers' Compensation	
The Glatfelter Insurance Agency	\$200
Public Official Bond	
Total	\$39,417

This recommendation provides a total savings of \$10,435 over the previous year's cost.

***Be It Resolved, by the Board of Trustees, that the following insurance coverage for the 2016-2017 school year be approved:***

<b><i>Wright Specialty/Caitlyn Indemnity</i></b>	<b><i>\$23,450</i></b>
<b><i>Property, Liability, School Leaders E &amp; O, and Blanket Volunteer Data Compromise Endorsement</i></b>	<b><i>\$756</i></b>
<b><i>UPMC</i></b>	<b><i>\$15,011</i></b>
<b><i>Workers' Compensation</i></b>	

*The Glatfelter Insurance Agency  
Public Official Bond*

\$200

*Total*

\$39,417

**B. Academic Assessment and Curriculum**

*Ellen Johnson*

1. Report – Report – Library Circulation Report (attachment)  
The report indicating the usage of the York Academy Library is provided for review.

2. Report – Extended Programs of Academic Excellence at York Academy (attachment)

A proposal for Extended Programs of Academic Excellence is presented for review. This proposal is designed to create a program for identified gifted students as well as those students identified by staff to be talented in a variety of subject areas.

The program, designed by Dr. David Mason, is created to provide a program for gifted and talented students that will challenge their thinking and respond to their individual strengths, interests, and needs. These needs will be met through activities that include creativity, enrichment, and academic acceleration.

Should the Board of Trustees elect to approve this program, it is expected it will be necessary to have a half-time staff member assigned to this position.

***Be It Resolved, by the Board of Trustees, that the Extended Programs of Academic Excellence at York Academy be approved.***

**C. Personnel**

*Sue Krebs*

1. Report – Request for Training (attachment)  
It is recommended Monik Johnson be approved to attend the SHRM Annual Conference and Exposition, June 19-22, 2016, Washington, D. C. This conference will provide Ms. Johnson information that is necessary to keep current with Human Resources information and policy changes. The estimated cost of the conference is as follows:

Registration:	\$1320
Hotel:	\$780
Food:	\$150
Travel:	\$105
<b>TOTAL:</b>	<b>\$2,265.00 (paid from SIG or Title II funds)</b>

***Be It Resolved, by the Board of Trustees, that the request of Monik Johnson to attend the SHRM Annual Conference and Exposition, June 19-22, 2016, Washington, D.C. be approved.***

2. Report – Life Insurance Benefit for the Chief Executive Officer  
***Be It Resolved, by the Board of Trustees, that the additional life insurance policy for the Chief Executive Officer be approved.***
3. Report – Rotary Club of York Membership  
The Chief Executive Officer requests approval to join the Rotary Club of York. The estimated cost of membership is \$870.00.

***Be It Resolved, by the Board of Trustees, that the membership to the Rotary Club of York for the Chief Executive Officer be approved.***

4. Report – Homebound Instructor  
It is recommended that the following individual be appointed as Homebound Instructor for the 2015-2016 school year:
- a. Belinda Ray, Instructional Assistant  
Homebound Instructor  
Salary: \$25.00 per hour  
Effective: 2015-2016 school year

***Be It Resolved, by the Board of Trustees, that the following individual be appointed as Homebound Instructor for the 2015-2016 school year:***

- a. ***Belinda Ray, Instructional Assistant  
Homebound Instructor  
Salary: \$25.00 per hour  
Effective: 2015-2016 school year***

5. Report – Request for Leave of Absence  
It is recommended that the following individual be granted Maternity Leave:
- a. Karissa Wilson, Instructional Assistant  
March 7, 2016 through April 22, 2016 (tentative)

***Be It Resolved, by the Board of Trustees that the following request for Maternity Leave be approved:***

- a. ***Karissa Wilson, Instructional Assistant  
March 7, 2016 through April 22, 2016 (tentative)***

6. Report – Approval of Substitutes  
It is recommended that the following individuals be approved as substitutes for the 2015-2016 school year:
- a. Kristen Clineburg – Teacher/Instructional Assistant
  - b. Heather Welsh – Instructional Assistant

***Be It Resolved, by the Board of Trustees, that the following individuals be approved as substitutes for the 2015-2016 school year:***

- a. ***Kristen Clineburg – Teacher/Instructional Assistant***
- b. ***Heather Welsh – Instructional Assistant***

7. Report – Change in Leave of Absence Dates  
It is reported to the Board of Trustees that the maternity leave of Leanne Kohler has been extended by three days, with a return date of February 25, 2016 as a result of the three snow days, January 25, 26, and 27, 2016.

***D. Nominating*** ***Robert Lambert***

***E. Marketing*** ***Meagan Feeser***

***F. Administrative Services*** ***Edward Bird***

1. Report – Professional Development Needs Assessment (attachment)  
Members of the York Academy staff were provided a Professional Development Needs Assessment designed to provide the administrative staff with information that can be used to create a program for developing staff that is meaningful and further develops the skills of our teaching staff.

Dr. Lowe, creator of the assessment, will use the results to design the professional development program for 2016-17.

2. Report – Review of Policies (distributed)  
Distributed to you were numerous policies that need to be reviewed and approved by the Board of Trustees. Many of these policies reflect minor revisions suggested by PSBA to comply with changing legislation.

***Be It Resolved, by the Board of Trustees, that the new and revised policies be approved and implemented.***

3. Report – Strategic Planning Initiatives (attachment)  
The Board of Trustees developed and approved a Strategic Plan that was to guide the school through 2016. The attached report is a status report on that strategic plan. It is recommended that the Board of Trustees no longer develop an additional strategic plan and move to utilizing the state required Comprehensive Planning process. The York Academy must submit a revised Comprehensive Plan to the Commonwealth by June 30, 2017.

4. Report – Review of School Calendar 2016-2017 (attachment)  
The school calendar for 2016-2017 is being presented for review and approval. After making any necessary changes to the calendar, the Board will proceed with the adoption of the calendar.

***Be It Resolved, by the Board of Trustees, that the calendar for the 2016-2017 school year be approved.***

5. Report - Enrollment Report  
The enrollment for the York Academy as of Thursday, February 4, 2016 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:	75 Students
Grade Six:	75 Students
<b>TOTAL</b>	<b>521 students</b>

Registrations by District:

Central York:	30 students
Dallastown	7 students
Dover	18 students
Northeastern	13 students
Red Lion	17 students
Spring Grove	9 students
West Shore	3 students
West York:	33 students
York City:	366 students
York Suburban:	25 students

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

A. Report – Chief Executive Officer

*Dennis Baughman*

B. Report – Business Manager

*Monik Johnson*

**IX. Treasurer's Report**

*Patrick Ball*

A. Report – Approval of York Academy Financial Statements

(attachment)

*BE IT RESOLVED by the Board of Trustees that the attached York Academy Regional Charter School Financial Statements as January 31, 2016, subject to audit, be approved as presented.*

B. Report – Approval of Bills

(attachment)

*BE IT RESOLVED by the Board of Trustees that the attached listing of bills be approved for payment.*

**X. Old Business**

**XI. New Business**

**XII. Comments from the Public**

**XIII. Meeting/Activity Dates**

A. February 15, 2016 – Snow Make-Up Day

B. February 22, 2016 – Board Committee Meetings, 5:30 p.m.

C. March 3 and 4, 2016 – Student-Led Conferences

**XIV. Items for Distribution**

**XV. Adjournment**