



**Minutes from the Regular Meeting of the  
Board of Trustees  
February 13, 2017  
5:30 p.m.  
York Academy Regional Charter School**

**I. Call to Order**

*The regular meeting of the Board of Trustees of the York Academy Regional Charter School, the regular meeting was called to order at 5:33 p.m. by Nancy Ahalt.*

**II. Roll Call**

*Board members in attendance: Robert Lambert, William Dannehl, Sue Krebs, Stephen Tansey, Edward Bird, Anika Jackson, and Nancy Ahalt*

*Staff attending: Dr. Baughman, Dr. Lowe, Monik Johnson, Tina Ziegler, and Aislinn Cunningham*

*Others in attendance: Dondra Lewis*

**III. Approval of the Minutes from the Regular Meeting of January 9, 2017 and the Committee Meeting of January 28, 2017.**

*Motion to approve offered by Stephen Tansey; seconded by Edward Bird. The vote was unanimous.*

**IV. Public Comment on Agenda Items**

*None*

**V. Petitions and Communications**

*None*

**VI. Monthly Instructional Reports**

**A.** Guidance Counselor Presentation – Mrs. Aislinn Cunningham made a presentation on the following: Student Assistance Program (SAP); TW Ponessa School-Based Outpatient Counseling; Student Support Team (SST); True North Wellness; Young Women and Young Men’s Leadership Conference (7<sup>th</sup> grade); York Academy Ambassadors; coordination for events with the PTO; in-school assemblies (NED Show); services provided by the School Counselor; effectiveness of school counseling; and what’s upcoming for the 2017-2018 school year.

**VII. Reports from Committees**

**A. Finance and Facilities**

*William Dannehl*

1. Report – Approval of Resolutions

***BE IT RESOLVED, by the Board of Trustees, that the resolutions that were provided be approved.***

*Motion to approve offered by William Dannehl; seconded by Anika Jackson. The vote was unanimous.*

2. Report – Approval of Agreement with Environment Hazards Central

***BE IT RESOLVED, by the Board of Trustees, that the agreement between the York Academy Regional Charter School and Environmental Hazards Central for the purpose of asbestos removal at the Hamilton Street property be approved. The cost to remove asbestos is \$49,995.00***

*Motion to approve offered by William Dannehl; seconded by Robert Lambert. The vote was unanimous.*

3. Report – Request to Attend Conference  
***BE IT RESOLVED, by the Board of Trustees, that the request of Lauren Rock to attend the OAKE Conference in Philadelphia, Pennsylvania, March 24-26, 2017 be approved.***

*Motion to approve offered by William Dannehl; seconded by Edward Bird. The vote was unanimous.*

4. Report – Request to Attend Conference  
***BE IT RESOLVED, by the Board of Trustees, that the request of Tracy Zeiders, to attend the 2017 Regional Title I Conference, Pittsburgh, Pennsylvania, May 7- 10, 2017 be approved.***

*Motion to approve offered by William Dannehl; seconded by Stephen Tansey. The vote was unanimous.*

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

***C. Personnel***

***Sue Krebs***

1. Report - Appointment of Extended-Term Substitute  
***BE IT RESOLVED, by the Board of Trustees, that the following individual be appointed to an Extended-Term Substitute position:***

***A. Meghan Yorke***

***Extended-Term Substitute, Instructional Assistant***

***Salary: \$13.00 per hour***

***Effective: February 6, 2017 through the end of the 2016-17 school year***

*Motion to approve offered by Sue Krebs; seconded by William Dannehl. The vote was unanimous.*

2. Report – Appointment of Substitute  
***BE IT RESOLVED, by the Board of Trustees, that the following individual be appointed as substitute for the 2016-2017 school year:***  
***A. Kathy Cackowski, Substitute Teacher***

*Motion to approve offered by Sue Krebs; seconded by Anika Jackson. The vote was unanimous.*

***D. Nominating***  
***None***

***Robert Lambert***

***E. Marketing***

***F. Administrative Services***

***Edward Bird***

1. Report – Approval of Memorandum of Understanding  
***BE IT RESOLVED, by the Board of Trustees, that the Memorandum of Understanding and the Transportation Plan between the York Academy and York County Children and Youth Agency be approved.***

*Motion to approve offered by Edward Bird; seconded by Stephen Tansey. The vote was unanimous.*

2. Report – Approval of Facility Staffing Services

**BE IT RESOLVED, by the Board of Trustees, that the agreement between the York Academy and Elite Staffing Services to provide access to a Licensed Practical Nurse or Registered Nurse in the event of an absence of Mrs. Richardson be approved.**

*Motion to approve offered by Edward Bird; seconded by Anika Jackson. The vote was unanimous.*

3. Report – Approval of the 2017-18 Academic Calendar  
**BE IT RESOLVED, by the Board of Trustees, that the 2017-2018 Academic Calendar be approved.**

*Motion to approve offered by Edward Bird; seconded by Stephen Tansey. The vote was unanimous.*

4. Report - Enrollment Report

The enrollment for the York Academy as of Thursday, February 9, 2017 is as follows:

Registrations by Grade:

Kindergarten:	75 students
Grade One:	75 students
Grade Two:	76 students
Grade Three:	78 students
Grade Four:	75 students
Grade Five:	76 Students
Grade Six:	78 Students
Grade Seven:	74 Students
<b>TOTAL</b>	<b>606 students</b>

Registrations by District:

Central York:	39 students
Central Dauphin:	2 students
Dallastown	3 students
Dover	13 students
Eastern	3 student
Northeastern	14 students
Red Lion	17 students
Spring Grove	9 students
West Shore	3 students
West York:	36 students
York City:	437 students
York Suburban:	30 students

Kindergarten	-1	Moved to Harrisburg
Grade 4	-2	Moved to Florida
		Moved to Idaho
Grade 7	-1	Moved to Philadelphia

## VIII. Chief Executive Officer's Monthly Report

- A. Report – Chief Executive Officer

**Dennis Baughman**

*Dr. Baughman reported on: Taste of York on February 24; the Capital Campaign; Plancon Hearing at Red Lion High School; and the Parent Information Sessions that were held in January.*

- B. Report – Business Manager

**Monik Johnson**

**Student Intervention Grant (SIG) (\$74,832):** York Academy is expected to receive \$74,832 for the 15-16 school year which is the third and final allocation of the grant. These funds will be used for literacy materials in the areas of Social Studies, SPED/GIEP, Speech and Library instruction; professional development and chrome books. To date, we have utilized \$2,490 (3%) of the total grant allocation.

**Title I & II Federal Program (\$272,639):** The Title I program is managed internally by the Reading Specialist and the Title II program is managed internally by the Supervisor of Instructional Development. York Academy is designated as school wide rather than a targeted school. This designation provides that the funds may be used for all students rather than a targeted selection of students based on need. The grant term begins 10/1/16-9/30/17. To date, we have utilized \$95,048 (36%) of Title I funds and \$5,538 (56%) of the Title II funds.

**Ready to Learn Grant (\$18,960):** York Academy was allocated \$18,960 for the Ready to Learn (RTL) Grant. The funds will be utilized for Curriculum Alignment, Online Supplemental Instruction and World Language Supplemental materials. Cost will be incurred starting in March when purchases begin.

**High School/Elementary School Bond Process:** York Academy Foundation has begun the process for securing Series 2017 Revenue Bonds to finance the Upper School building along with future purchase of the Elementary School building.

**Other Items for discussion:**

**Cash on Hand:**

Cash Flow is beginning to gradually increase. To date, we have utilized \$150,000 of the line of credit which was paid back in November. Cash flow should remain positive throughout the remainder of the school year.

**Unrestricted** cash balance of (1/31/2017): \$172,869(liquid)

Current receivables of (1/31/2017): \$819,920

Term loan available balance: \$450,000

**Total:** **\$1,443,000**

Average expenses: **\$639,166/month**

**Cash/Cash Equivalents on hand:** York Academy currently has available 2.26 months or 70 days of cash/cash reserves on hand as of 1/31/17.

<b>YARCS Accounts Receivable Report: January, 2017</b>			
<b>School District</b>	<b>December</b>	<b>January</b>	<b>Total Due</b>
Central Dauphin	2673.92-Paid	3342.4	<b>3,342.40</b>
Central	33527.1-Paid	42,347.60	<b>42,347.60</b>
Dallastown	5553.76-Paid	5,770.00	<b>5,770.00</b>
Dover	17,964.16	20,831.60	<b>38,795.76</b>
Eastern	2825.28-Paid	3,531.60	<b>3,531.60</b>
Northeastern	14319.04-Paid	15,404.42	<b>15,404.42</b>
Red Lion	15,844.80	19,806.00	<b>35,650.80</b>
Southern	959.52-Paid	179.91	<b>179.91</b>
Spring Grove	9766.4-Paid	12,208.00	<b>12,208.00</b>
West Shore	2306.52-Paid	2,306.51	<b>2,306.51</b>
West York	36,564.32	38,677.22	<b>75,241.54</b>
York City	394567.22-Paid	500,923.28	<b>500,923.28</b>
York Suburban	35465.16-Paid	36,003.94	<b>36,003.94</b>
Other invoices	-	1,963.13	<b>1,963.13</b>
<b>Total Tuition/Other Rec. Due:</b>	<b>70,373.28</b>	<b>703,295.61</b>	<b>773,668.89</b>
National School Lunch Prog.	23250.32-Paid	27,962.04	<b>27,962.04</b>
<b>Total Tuition &amp; Cafeteria Rec. Due:</b>	<b>-</b>	<b>27,962.04</b>	<b>801,630.93</b>
Federal Receivables	18,289.00	18,289.00	<b>18,289.00</b>
<b>Grand Total Rec. Due:</b>	<b>88,662.28</b>	<b>731,257.65</b>	<b>819,919.93</b>

**IX. Treasurer's Report**

*Edward Bird*

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 January 31, 2017, be approved as presented, subject to audit.***

*Motion to approve offered by Edward Bird; seconded by Stephen Tansey. The vote was unanimous.*

B. Report – Approval of Bills

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

*Motion to approve offered by Edward Bird; seconded by Robert Lambert. The vote was unanimous.*

**X. Old Business**

*None*

**XI. New Business**

*None*

**XII. Comments from the Public**

*None*

**XIII. Meeting/Activity Dates**

1. February 15, 22, March 1, 8, and 15, 2017 - Strengthening Families at the York Academy, 5:30 p.m.
2. February 24, 2017 – Deadline for Applications for the Lottery
3. February 24, 2017 – Taste of York Dinner, Valencia
4. March 2, 2017 – Second Grade Dance Performance, 6:00 p.m.

**XIV. Items for Distribution**

*None*

**XV. Adjournment**

*The regular meeting recessed at 6:19 p.m., followed by an executive session. Motion was made by William Dannehl, seconded by Stephen Tansey to adjourn the meeting. The executive session adjourned, by unanimous vote, at 7:10 p.m.*