



**Minutes from the Regular Meeting of the
Board of Trustees
January 11, 2016
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 5:45 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, William Dannehl, Susan Krebs, Patrick Ball, Edward Bird, Meagan Feeser, and Nancy Ahalt.

Staff attending: Monik Johnson, Michael Lowe, Tina Ziegler, and Sarah Mingle

Others present: Dondra Lewis

III. Approval of the Minutes of the Regular Meeting of the Board of Trustees of December 14, 2015.

Motion to approve offered by Patrick Ball, seconded by Meagan Feeser. The vote to approve the minutes was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

Thank you notes were circulated among Board Members for their review.

VI. Monthly Instructional Report

York Academy Regional Charter School Data Update – Mrs. Sarah Mingle: Mrs. Mingle reported on the F & P data, MAP testing data, and PSSA data. Classroom data folders for teachers were reviewed.

VII. Reports from Committee

A. Finance and Facilities

William Dannehl

1. Report – Revised Listing of EITC Business Participants

The Board received a current listing of EITC Business Participants that made contributions in 2014 - 2015.

B. Academic Assessment and Curriculum

Ellen Johnson

1. Comparison of Assessment Scores

The Board was provided with the national norms for the fall administration of the MAP assessment. The document also provides the mean score for the students participating in the assessment.

2. Report – Mascot and School Colors Project

It was reported that the sixth grade team continues to develop a school-wide plan for the identification and design of a school mascot and school colors. This project is embedded in the students' Design class. Students identified several characteristics that our mascot should exhibit. The attached listing identifies those characteristics.

3. Report – Extended Programs of Academic Excellence
Dr. David Mason was asked to provide expertise in the development of a program that would address the academic needs of our Mentally Gifted and Talented children. The program is a result of efforts to design an extensive program for these children that would stretch their thinking and provide opportunities that would best enhance their abilities and interests.

It is requested the Board of Trustees reviews this proposal and engage in conversation regarding content. Those individuals within the school have reviewed the content and are supportive of implementation.

To adequately offer this program, the York Academy will need to employ a part-time teacher who would assume responsibility for implementing the program.

C. Personnel

Sue Krebs

1. Report – Request to Attend Conference

Be It Resolved by the Board of Trustees that Carol Alvarnaz be approved to attend the Conference for CMP3 Users, Michigan State University, February 19 and 20, 2016. The approximate cost for the conference is \$1,100.

Motion to approve offered by Sue Krebs; seconded by Allison Yinger. The vote was unanimous.

2. Report - Request to Attend Conference

Be It Resolved by the Board of Trustees that Irma Rivera-Orozco, Spanish Teacher, be approved to attend the Northeast Conference on the Teaching of Foreign Languages, New York, February 12 and 13, 2016. The estimated cost for the conference is \$400.

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

3. Report – Appointment to the York Academy Foundation Board

Be It Resolved, by the Board of Trustees, that the appointment of James Gleba to the York Academy Foundation Board, effective for a three-year term beginning February 2016, be approved.

Motion to approve offered by Sue Krebs; seconded by Stephen Tansey. The vote was unanimous.

D. Nominating None

Robert Lambert

E. Marketing

Meagan Feeser

1. Report – Macaroni Kid

Be It Resolved, by the Board of Trustees, that the advertising agreement for advertising placement in Macaroni Kid York in the amount of \$500 for advertising to run December 13, 2015 through January 31, 2016 be approved.

Motion to approve offered by Meagan Feeser; seconded by Allison Yinger. The vote was unanimous.

2. Report – YRK/York City Economic Resource Guide

Be It Resolved, by the Board of Trustees, that the advertising agreement for a full-page advertisement in the York City/YRK Magazine Economic Resource Guide at the discounted rate of \$1500 to run in 2016 and 2017 (two-year agreement) be approved.

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

3. Report – Advertising Placement
Be It Resolved, by the Board of Trustees, that the advertising agreement for advertising placement in Central Penn Parent e-newsletters in the amount of \$660 for advertising to run through January 29, 2016 be approved.

Motion to approve offered by Meagan Feeser; seconded by William Dannehl. The vote was unanimous.

4. Report – Marketing Program
It was reported to the Board of Trustees that Mrs. Valerie Myers has been working within the school on various marketing projects which include: a marketing plan; a new website; a Facebook page; Twitter and YouTube accounts.

F. Administrative Services

Edward Bird

1. Report – Academy Ambassadors
It was reported that the York Academy will be creating the Academy Ambassador Program for students. The program will provide opportunities for our outstanding students to serve the school population.

A program narrative was provided that details of the program and the process students will be required to submit an application for membership. The PTO will be providing a vest that will be worn by Academy Ambassadors.

2. Report – Positive Behavior Intervention and Support
It was reported that the staff continues to develop the program that will become the school-wide behavior support program for the academy. The attached document indicates the expectations of students and the settings in which the plan will be implemented.
3. Report – Revised Policies
Several revised policies were distributed for review and consideration. It is recommended the policies be presented at the February 8 meeting for approval.
4. Report – York Academy and Google School
It was reported that the York Academy became a Google School during the holiday break. Treysta migrated all staff to Google accounts during the break; however, email addresses will not change. The move to Google School will allow the Academy access to many Google apps, Gmail accounts for students, increased security, increased storage capability, document sharing for school projects, access to Google documents, and video conferencing opportunities.

In preparation for this migration, a teacher representative from each grade level has been involved as a Google test group. Lori Woods, Instructional Assistant, attended two workshops that prepared her to provide assistance to other instructional staff.

5. Report – York Academy Basketball Team
It was reported that Mr. Bricker and Mr. Shuey scheduled tryouts for the two York Academy Basketball Teams. Those students selected are as follows:

Girls:

Dahlia Artis, Carleigh Garvick, Jaelyn Lewis, Annie Mullins, Keziah Boyce, Ashlen Gilbert, Wisdom Holley, Mia Johnson, Ahjalai Ritter, and Deya Rivera.

Boys:

Tawfiq Byard, Jalil Terry, George Montalvo, Douglas Laws, Louis Grimes, Omarion Newson, Ajani Cheshire, Yadiel Cruz, Steven Roland-Washington, and Jadyn Arkward.

The coaching staff will be scheduling several games throughout the season; however, the team will not be participating in any league play. The PTO will be providing shirts for both the boys' and girls' teams.

6. Report - Enrollment Report

The enrollment for the York Academy as of Thursday, January 7, 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
TOTAL	521 students

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

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

Dr. Baughman reported that 64 students attended the Envirothon meeting and that twelve students will represent the York Academy; Mrs. Jennifer Klimchock and Mrs. Lori Woods are the Envirothon Coaches; \$3,000 was donated to help fund the Envirothon team from the Women's Giving Circle; Comprehensive Planning will begin soon and the Board will be invited to serve on the committee; the final update of the Strategic Plan will be available soon; Representative Stan Saylor visited the York Academy; photos were taken of ten 1st and 2nd grade students to be the "face" of York Academy; consideration is being given to opening the playground on first Friday nights until 8:00 p.m.

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 6th grade in the amount of \$9,950. **The grant was denied due to the number of applications received.**

Student Intervention Grant (SIG) (\$76,653): 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. To date, we have utilized \$9,362 (12%) of the total grant allocation.

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. **This grant was denied due to the number of applications received.**

2016-2017 Budget Process: M. Johnson continues to meet with staff and gather data for compiling the 2016-2017 budget. A budget draft is expected to be available by the end of January or mid-February.

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 16th to discuss increasing the line of credit to cover three months of cash flow.

Cash on Hand:

Unrestricted cash balance of (12/31/2015):	\$759,981 (liquid)
Current receivables of (12/31/2015):	\$553,612
Term loan available balance:	<u>\$600,000</u>
Total:	\$1,913,593

Average expenses: **\$510,286/month**

Cash/Cash Equivalents on hand: *York Academy currently has available 3.75 months or 116 days of cash on hand as of 12/31/15.*

YARCS Accounts Receivable Report: December 31, 2015			
School District	November	December	Total Due
Central	35250-Paid	26,761.40	26,761.40
Dallastown	9,053.10	8,550.15	17,603.25
Dover	20204.35-Paid	24,131.50	24,131.50
Eastern	3293.82-Paid	2,561.86	2,561.86
Northeastern	14249.4-Paid	13,605.10	13,605.10
Red Lion	18,274.02	16,907.69	35,181.71
Spring Grove	9348.42-Paid	9,343.03	9,343.03
West Shore	2207.28-Paid	2,207.29	2,207.29
West York	35556.3-Paid	37,235.65	37,235.65
York City	350331.82-Paid	327,600.92	327,600.92
York Suburban	34722.54-Paid	33,368.04	33,368.04
Other invoices	-	2,100.00	2,100.00
Total Tuition/Other Rec. Due:	27,327.12	504,372.63	531,699.75
National School Lunch Prog.	-	20,080.27	20,080.27
Total Tuition & Cafeteria Rec. Due:	27,327.12	524,452.90	551,780.02
Federal Receivables	50000-Paid	1,831.99	1,831.99
Grand Total Rec. Due:	27,327.12	526,284.89	553,612.01

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 December 31, 2015 be approved as presented, subject to audit.

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

XI. Old Business

None

XII. New Business

Dr. Baughman reported that a check was stolen to pay an invoice to Block Business Systems. The check was altered and cashed. Charges have been filed. The account had to be closed and a new account opened.

XIII. Comments from the Public

None

XIV. Meeting/Activity Dates

- A. January 12, 2016 at 6:00 p.m. – PTO Cyberbullying Presentation
- B. January 13, 2016 at 6:00 p.m. – Parent Informational Meeting for 2016-2017
- C. January 14, 2016 at 8:00 a.m. – Parent Workshop
- D. January 14, 2016 at 6:00 p.m. – Parent Workshop
- E. January 19, 2016 at 6:00 p.m. – Parent Informational Meeting for 2016-2017
- F. January 25, 2016 at 5:30 p.m. – Committee Meetings of the Board of Trustees
- G. January 26, 2016 at 6:00 p.m. – Northeastern Music Recital
- G. January 27, 2016 at 4:00 p.m. – Parent Information Meeting for 2016-2017
- H. January 28, 2016 at 7:30 a.m. – Finance Committee Meeting

XV. Items for Distribution

- A. Letter from York County Community Foundation was distributed.

XVI. Adjournment

Motion was made to adjourn the meeting by Robert Lambert, seconded by Meagan Feeser. The meeting adjourned, by unanimous vote, at 6:50 p.m.