



**Minutes from the Reorganization Meeting of the
Board of Trustees
August 10, 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 5:34 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Allison Yinger, Robert Lambert, William Dannehl, Susan Krebs, Stephen Tansey, Edward Bird, Meagan Feeser, and Nancy Ahalt.

Staff attending: Monik Johnson, Dennis Baughman, Michael Lowe, and Tina Ziegler

Others present: Dondra Lewis and Mark and Christa Raught

III. Reorganization of the Board of Trustees

A. Appointment of Members to the Board of Trustees

BE IT RESOLVED, by the Board of Trustees, that the following individuals be appointed to a three-year term to the Board of Trustees ending August 2018.

- 1. Patrick Ball***
- 2. William Dannehl***
- 3. Stephen Tansey***

Motion to approve offered by Nancy Ahalt; seconded by Allison Yinger. The vote was six members in favor and two abstentions from William Dannehl and Stephen Tansey.

B. Election of Officers

1. President – Nancy Ahalt

Motion to approve offered by Ellen Johnson; seconded by William Dannehl. The vote was unanimous with the exception of the abstention of Nancy Ahalt.

2. Vice-President – Ellen Johnson

Motion to approve offered by Nancy Ahalt; seconded by William Dannehl. The vote was unanimous with the exception of the abstention of Ellen Johnson.

3. Treasurer – Patrick Ball

Motion to approve offered by Nancy Ahalt; seconded by Stephen Tansey. The vote was unanimous.

4. Secretary – Sue Krebs

Motion to approve offered by Nancy Ahalt; seconded by William Dannehl. The vote was unanimous with the exception of the abstention of Sue Krebs.

IV. Approval of the Regular Session and Committee Meeting Dates of the Board of Trustees

BE IT RESOLVED, by the Board of Trustees, that the attached schedule of Regular Meeting and Committee Meeting dates of the Board of Trustees be approved.

Motion to approve offered by Nancy Ahalt; seconded by Edward Bird. The vote was unanimous.

V. **Approval of the Minutes from the Regular Meeting of July 13, 2015 and the Committee Meetings of the Board of Trustees of July 27, 2015.**

Motion to approve offered by Nancy Ahalt; seconded by Edward Bird. The vote was unanimous.

VI. **Public Comment on Agenda Items**

None

VII. **Petitions and Communications**

None

VIII. **Monthly Instructional Report**

None

IX. **Reports from Committee**

A. **Finance and Facilities**

William Dannehl

The following requests for use of facilities is reported:

- a. York Academy PTO for use of the gymnasium and cafeteria, November 14, 2015, 8:00 a.m. to 4:00 p.m., for the purpose of the Winter PTO Craft and Vendor Show. Fees will be waived for this event.
- b. York Teen Haven for use of the gymnasium, January 7 and 25, February 11 and 22, March 10 and 21, and April 7 and 25, 2016, from 8:00 p.m. to 10:00 p.m. The fee for this usage is \$37.50 per hour due to the later time.
- c. Girls Scouts Troops 20078, 20079, 20080, 20070 for use of a kindergarten room, three other classrooms, and, occasionally, the cafeteria and all-purpose room, Wednesdays, August 19, 2015 through June 1, 2016. Fees will be waived for this usage.

B. **Academic Assessment and Curriculum**

Allison Yinger

1. Report – Adoption of Mathematics Program

BE IT RESOLVED, by the Board of Trustees, that the utilization of the Connected Mathematics 3 Program for the sixth grade math program be approved.

Motion to approve offered by Allison Yinger; seconded by Robert Lambert. The vote was unanimous.

2. Report – Materials for Language and Literacy Program, Middle Years Program
BE IT RESOLVED, by the Board of Trustees, that the Language and Literacy Program standards for sixth grade be taught through the novels Bud, Not Buddy, by Christopher Paul Curtis, Walk Two Moons, by Sharon Creech, and The Phantom Tollbooth, by Norton Juster, be approved.

Motion to approve offered by Allison Yinger; seconded by Stephen Tansey. The vote was unanimous.

3. Report – Textbook Recommendation

BE IT RESOLVED, by the Board of Trustees, that “Discovering Our Past: A History of the United States Modern Times,” McGraw Hill Publishers, be approved for the sixth grade Individuals and Societies Program.

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

4. Report – Artist Residency Agreement
BE IT RESOLVED, by the Board of Trustees, that the contract between the York Academy and Cultural Alliance for the Artist Residency Program be approved.

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

C. Personnel

Sue Krebs

1. Report – Appointment of Classified Position
BE IT RESOLVED, by the Board of Trustees, that the appointment of the following individual to a classified position be approved:
- a. **Nicole Baer**
Instructional Assistant
Salary: \$13.00/hour
Effective: July 1, 2015 through June 30, 2016

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

D. Nominating
None

Robert Lambert

E. Marketing
None

Stephen Tansey

F. Administrative Services

Edward Bird

1. Report – Adoption of Policies
BE IT RESOLVED, by the Board of Trustees, that the following policies be approved for implementation:
- a. **Policy 237: Student Personal Technology Use**
 - b. **Policy 800: Records Management**
 - c. **Policy 801: Public Records**
 - d. **Policy 803: School Calendar (attachment with revisions)**
 - e. **Policy 804: School Day**
 - f. **Policy 805: Emergency Preparedness**
 - g. **Policy 805.1: Relations With Law Enforcement Agencies**
 - h. **Policy 807: Opening Exercises/Flag Displays**
 - i. **Policy 808: Food Services**
 - j. **Policy 812: Property Insurance**
 - k. **Policy 814: Copyright Material**
 - l. **Policy 815: Acceptable Use of Internet, Computers, and Network Resources**
 - m. **Policy 818: Contracted Services**
 - n. **Policy 822: Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)**
 - o. **Policy 828: Whistleblower/Fraud**
 - p. **Policy 830: Breach of Computerized Personal Information**

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

2. Report – Deletion of Policies

BE IT RESOLVED, by the Board of Trustees, that the deletion of the following policies, recommended by PSBA, be approved:

- a. **Policy 816: Weapons**
- b. **Policy 820: Bloodborne Pathogens Exposure Control Plan**

Motion to approve offered by Edward Bird; seconded by Allison Yinger. The vote was unanimous.

3. Report – Master Schedule

BE IT RESOLVED, by the Board of Trustees, that the Master School Schedule for the 2015-2016 school year be approved.

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

4. Report – The Meadows Psychiatric Center Agreement

BE IT RESOLVED, by the Board of Trustees, that the agreement between the York Academy Regional Charter School and the Meadows Psychiatric Center be approved.

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

5. Report – Development of School Goals

BE IT RESOLVED, by the Board of Trustees, that the following School Goals for the 2015-2016 school year be approved:

- **Develop the instructional skills of the teaching staff through researched-based supervision and evaluation.**
- **Introduce and implement a school-wide behavior management plan.**
- **Increase the frequency of assessment that will allow for a more expedient identification of learning issues.**
- **Organize the implementation of the Middle Years Program in an International Baccalaureate School.**

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

6. Report – Approval of Revisions to the York Academy Regional Charter School Bylaws

BE IT RESOLVED, by the Board of Trustees, that the revisions to the Bylaws of the York Academy Regional Charter School changing the number of Board members who sit on the Board of Trustees, the terms of office, and the inclusion of the Marketing Committee as a permanent standing committee be approved.

Motion to approve offered by Edward Bird; seconded by Allison Yinger. The vote was unanimous.

G. Audit

Patrick Ball

Ms. Johnson reported that there is a Finance Committee scheduled for August 27, 2015 at 7:30 a.m.

X. Petitions and Communications

None

XI. Chief Executive Officer's Monthly Report

Dennis Baughman

A. Report – Chief Executive Officer

Dr. Baughman reported to the Board of Trustees the following: During the week of August 10, 2015, the staff of the York Academy were involved in professional development which consisted of: iPad Training, Team-Building, Pep-Talks, Policies, Expectations and Goals of Staff, PBS Follow-Up, and the preparation in classrooms.

B. Report – Business Manager

Monik Johnson

\$207,250 Charter School Implementation Grant: M. Johnson has submitted the June 1st quarterly report that reports \$206,631 or 99% of the grant has been utilized. The remainder (\$1,119) will be spent in August for IB training for new employees. The grant term ends September 30, 2015.

Student Intervention Grant (SIG): York Academy has been designated a Focus School by PDE and therefore allocated \$69,699 in SIG funds for the 2014-2015 school year. These funds will be used for literacy materials in the areas of Social Studies, SPED/GIEP, Speech and Library instruction; professional development for mentor training/certification for the CAO and interactive equipment (projectors/whiteboards) for labs and classrooms. The grant has provided financial support to purchase 36 laptops for K & first grade. To date, we have utilized \$48,423 or 69% of the grant.

Ready to Learn (RTL) Block Grants: York Academy has been granted \$18,960 to be used for strategies to attain or maintain academic performance targets. To date, we have utilized \$16,585 or 87% of the grant to purchase an additional W.I.N. cart and materials (afterschool tutoring program), Discovery Education online subscription and resources for the library. The grant term ends June 30, 2015. All unused funds will be sent back to PDE. This equates to approximately \$2,375.

Title I Reward School Grant: York Academy has collaborated with Dover School District to apply for the Title I Reward School Grant. York Academy was awarded \$50,000 to purchase ipads to implement a one to one technology program with sixth grade as well as provide professional development to instructional staff. To date, \$31,743 or 63% of the grant funds have been utilized. The grant term ends September 30, 2015.

Student Improvement Grant (SIG-Focus): The Board has approved Don Burkins to work with the staff to apply for the Student Improvement Grant designated for Priority and Focus Schools. The grant application window is May 12th through June 12th. D. Burkins has completed the preparation of the grant and M. Johnson submitted the grant on Monday, June 8, 2015. The determination of grant rewards were released on Monday, August 10th and all schools funded were Priority Schools.

Health Insurance Adhoc Committee: The Committee has held three meetings to continue discussion regarding healthcare plan options for the December, 2015 renewal. The group is narrowing down the plan options and looking into the framework of those plans.

Other Items for discussion:

Cash on Hand:

Unrestricted cash balance of (7/31/2015):	\$1,553,626 (liquid)
Current receivables of (7/31/2015):	\$263,072
Term loan available balance:	<u>\$600,000</u>
Total:	\$2,416,698
Average expenses:	\$441,020/month

Cash/Cash Equivalents on hand: *York Academy currently has available 5.47 months or 169.6 days of cash on hand as of 7/31/15.*

YARCS Accounts Receivable Report: July 31, 2015

School District	June	July	Total Due
Central	1.93	-	1.93
Dallastown	13557.04-Paid	-	-
Dover	4937.28-Paid	-	-
Eastern	1985.79-Paid	-	-
Northeastern	5088.51-Paid	-	-
Red Lion	20641.32-Paid	-	-
Spring Grove	4920.88-Paid	-	-
West Shore	1433.83-Paid	-	-
West York	2010.99-Paid	-	-
York City	142305.87-Paid	-	-
York Suburban	13,783.45	-	13,783.45
National School Lunch Prog.	7444.12-Paid	2,455.23	2,455.23
G5 - Dept. of Education	-		-
Federal Receivables	-	39,296.00	39,296.00
Other invoices	52.47	571.57	624.04
Total Due:	13,837.85	42,322.80	56,160.65

X. Treasurer's Report

William Dannehl

- 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 July 31, 2015 be approved as presented, subject to audit.

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

XI. Old Business

None

XII. New Business

None

XIII. Comments from the Public

None

XIV. Meeting/Activity Dates

- A. August 10-14, 2015 – Professional Development Week for Staff
- B. August 11, 2015 – New Student Orientation, 5:30 p.m.
- C. August 17, 2015 – First Day for Students (1-6)
- D. August 18, 2015 – First Day for Kindergarten

XV. Items for Distribution

None

XVI. Adjournment

Motion was made to adjourn the meeting by Robert Lambert, seconded by William Dannehl. The meeting adjourned, by unanimous vote, at 6:14 p.m.