



**Minutes from the Regular Meeting of the
Board of Trustees
March 9, 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 5:32 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Allison Yinger, Ellen Johnson, William Dannehl, Susan Krebs, Stephen Tansey, Patrick Ball, Edward Bird, and Nancy Ahalt.

Staff attending: Monik Johnson, James Pastore, Tina Ziegler, Charlene Gotschall, and Tracy Zeiders

Others present: Dondra Lewis

III. Approval of the Minutes from the Regular Meeting of February 9, 2015.

With one change of wording under #3 of Academic Assessment and Curriculum, a motion to approve the minutes was approved unanimously.

IV. Public Comment on Agenda Items

None

V. Monthly Instructional Report

Instructional Report was given by Mrs. Tracy Zeiders, Reading Specialist who reported on an explanation of the results of the Fountas and Pinnell Reading Assessments in grades 1-5 which included comparisons from the beginning of the year and mid-year as well as the WIN Program.

Mrs. Charlene Gotschall, ESL Instructor, reported on various facts of the ELL Program at the York Academy.

VI. Reports from Committee

A. Finance and Facilities

William Dannehl

1. Report – Approval of Lincoln Learning Network
BE IT RESOLVED, by the Board of Trustees, that the agreement between the Lincoln Learning network (LLN), Pennsylvania Intermediate Unit Network (PAIUnet), and District WAN Agreement be approved.

Motion to approve offered by William Dannehl; seconded by Patrick Ball. The vote was unanimous.

B. Academic Assessment and Curriculum
No Report

Ellen Johnson

C. Personnel

Sue Krebs

1. Report – Acceptance of Resignation
A report was made to the Board that the following letter of resignation be accepted:
 - a. Rebecca Kuntz, Instructional Assistant, effective March 2, 2015
2. Report – Appointment to Classified Positions
Be It Resolved by the Board of Trustees that the appointment of the following

individual to a classified position be approved:

a. TaTyana Williams

Instructional Assistant

Salary: \$10.36 per hour

Effective: March 2, 2015 – June 30, 2015

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

*D. Nominating
No Report*

Robert Lambert

*E. Marketing
No Report*

Stephen Tansey

F. Administrative Services

Ellen Johnson

1. Report – Approval of 2015-2016 School Calendar

BE IT RESOLVED, by the Board of Trustees, that Draft #2 of the school calendar for the 2015-2016 school year be approved.

Motion to approve offered by Ellen Johnson; seconded by Allison Yinger. The vote was unanimous.

2. Report – Review of Policies (300 section)

The Board will review these policies and discuss at the next committee meeting and prepare to bring as a resolution to the next regular Board meeting.

3. Report –School Facility Use Agreement

BE IT RESOLVED, by the Board of Trustees, that the School Facility Use Agreement be approved.

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

4. Report – Performance Incentive Update

Mrs. Ellen Johnson reported that this is work in progress and there was nothing new to report at this time.

5. Report – Open House Planning

Mrs. Sue Krebs reported that a proposal is needed for the possibility of securing an event planner and that this would be done at the next committee meeting of the Board of Trustees.

7. Report - Enrollment Report

The enrollment for the York Academy as of Thursday, February 5, 2015 is as follows:

Registrations by Grade:

Kindergarten: 75 students

Grade One: 75 students

Grade Two: 75 students

Grade Three: 75 students

Grade Four: 75 students

Grade Five: 75 Students

TOTAL 450 students

Registrations by District:

Central York: 26 students

Dallastown	6 students
Dover	10 students
Eastern	3 students
Northeastern	10 students
Red Lion	11 students
Spring Grove	10 students
West Shore	1 student
West York:	26 students
York City:	315 students
York Suburban	32 students

G. Audit
No Report

Patrick Ball

VII. Petitions and Communications

None

VIII. Chief Academic Officer's Monthly Report

James Pastore

A. Report – Chief Academic Officer

Mr. Pastore reported on the following: Conferences; Professional Development Update; Grants and Donations (the grant in partnership with Dover School District was approved); Strategic Plan Update (more information will be given at the next committee meeting); Staff completion of progress reports; PSSA preparation; After-school program; Summer Camp/Summer School; WIN; Title I Audit at the end of March; and upcoming events.

The Board requested from Mr. Pastore a school-wide discipline plan timeline to be provided to them.

B. Report – Business Manager

Monik Johnson

\$207,250 Charter School Implementation Grant: *M. Johnson continues to meet with J. Pastore to review the status of the grant. The grant was approved for \$207,250 and \$192,201 or 93% has been utilized. The new grant term ends September 30, 2015.*

Student Improvement 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. To date, we have utilized \$28,924 or 41% 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 \$8,862 or 46% of the grant.*

Peoples Bank Line of Credit: *The line of credit has been increased to \$600,000. This amount would fund our expenses for at least one month compared to the prior limit of \$200,000.*

2015-2016 Budget: *M. Johnson continues to work on the development of the 2015-2016 budget. The month of February will be used to confirm preliminary budget items and meet with staff for input. M. Johnson would like to have a rough draft available for review by the CAO in March and a final rough draft to the Finance Committee by end of March for input and review.*

Health Insurance Adhoc Committee: The Committee has met twice 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. M. Johnson is meeting with a representative from AFLAC to discuss the program and will share this information with this group.

EITC Contributions: The York Academy Foundation has received a \$4,000 EITC contributions from The York Water Company. To date, the foundation has received \$29,000 in EITC contributions. These funds are available to fund the approved programs such as YorkArts, Cultural Alliance Residency Program and the Inspire Music Program.

AUDIT RFP: An RFP for the annual audit process went out to seven accounting firms. The Finance Committee will review the proposals at the next Finance Committee meeting in March.

Other Items for discussion:

Cash on Hand:

Unrestricted cash balance of (2/28/2015):	\$1,019,607 (liquid)
Current receivables of (2/28/2015):	\$497,630
Term loan available balance:	<u>\$600,000</u>

Total: **\$2,117,237**

Average expenses: **\$500,000/month**

Cash/Cash Equivalents on hand: York Academy currently has available 4.23 months or 131 days of cash on hand as of 2/28/15.

**YORK ACADEMY REGIONAL CHARTER SCHOOL
TREASURER'S REPORT FOR THE MONTH**

March 31, 2015

GENERAL FUND/GRANT FUND/CAFÉ FUND	<u>3/31/2015</u>	<u>2/28/2015</u>	<u>Variance</u>
Beginning Cash Balance	1,078,119.64	638,975.80	439,143.84
Revenues:			
Revenue From Local Sources	474,428.52	778,346.91	(303,918.39)
Revenue From State Sources	41,339.68	54,855.97	(13,516.29)
Revenue From Other Sources	<u>4,247.13</u>	<u>12,014.06</u>	<u>(7,766.93)</u>
Total Revenues	520,015.33	845,216.94	(325,201.61)
Total Funds Available	1,598,134.97	1,484,192.74	113,942.23
Accruals	(24,085.45)	49,475.76	(73,561.21)
Expenditures	436,876.98	455,548.86	(18,671.88)
Ending Cash Balance	<u>1,137,172.54</u>	<u>1,078,119.64</u>	<u>59,052.90</u>

SUMMARY OF CASH AND INVESTMENTS:

Cash - Peoples Bank General Fund (Unrestricted)	1,105,545.36	97%	1,033,234.76	96%	72,310.60
Cash - Peoples Bank Grant Fund (Restricted)	6,479.64	1%	6,479.09	0%	0.55
Cash - Peoples Bank Cafeteria Fund (Unrestricted)	<u>25,147.54</u>	3%	<u>38,405.79</u>	4%	<u>(13,258.25)</u>
	<u>1,137,172.54</u>		<u>1,078,119.64</u>		<u>59,052.90</u>
 OTHER FUNDS:					
Cash- York Academy Foundation	<u>109,641.24</u>	100%	<u>90,556.47</u>	100%	<u>(19,084.77)</u>
	<u>109,641.24</u>		<u>90,556.47</u>		<u>(19,084.77)</u>

IX. Treasurer's Report

Patrick Ball

- A. Report – Approval of York Academy Financial Statements
BE IT RESOLVED, by the Board of Trustees that the York Academy Regional Charter School Financial Statements as of February 28, 2015 be approved as presented, subject to audit.

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

X. Old Business

None

XI. New Business

An Executive Session of the Board of Trustees was held following the regular meeting.

XII. Comments from the Public

None

XIII. Meeting/Activity Dates

- A. March 11, 2015 – Early Dismissal for Students
- B. March 12 and 13, 2015 – Student-Led Conferences
- C. March 12 and 13, 2015 – Upper Grade Level Assessments for 2015-2016 Applicants
- D. March 16, 2015 – No School
- E. March 30, 2015 – Board Committee Meetings, 5:30 p.m.

XIV. Items for Distribution

A. Newspaper Article and Reply from Dr. Baughman

XV. Adjournment

The public meeting concluded at 7:09 p.m. and reconvened in executive session. Motion for adjournment at 7:55 p.m. of the executive session was offered by William Dannehl; seconded by Stephen Tansey. The vote was unanimous.