



**Minutes from the Regular Meeting of the
Board of Trustees
October 12, 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 5:30 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Robert Lambert, Susan Krebs, Stephen Tansey, Patrick Ball, Edward Bird, Meagan Feeser, and Nancy Ahalt.

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

III. Approval of the Minutes of the Committee Meetings of August 24, 2015 and the Regular Meeting of the Board of Trustees of September 14, 2015.

Motion to approve offered by Nancy Ahalt.. The vote to approve the minute was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

None

VI. Monthly Instructional Report

None

VII. Reports from Committee

A. Finance and Facilities

Patrick Ball

1. Report – York Academy’s 990 Tax Return

BE IT RESOLVED, by the Board of Trustees, that the York Academy 990 tax return for 2014 be approved and submitted to the IRS.

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

B. Academic Assessment and Curriculum

Robert Lambert

1. Report – Approval for Submission of the York County Strategic Community Grant

BE IT RESOLVED, by the Board of Trustees, York County Strategic Community Grant application be approved for submission.

Motion to approve offered by Robert Lambert; seconded by Patrick Ball. The vote was unanimous.

C. Personnel

Sue Krebs

1. Report – Appointment of Substitutes

BE IT RESOLVED, by the Board of Trustees, that the following individuals be appointed as substitutes for the 2015-2016 school year:

- a. *Nathanael Ocasio, Instructional Assistant*
- b. *Doris Piovanetti, Cafeteria*

Motion to approve offered by Sue Krebs; seconded by Meagan Feeser. The vote was unanimous.

2. Report – Approval of Conference Requests

BE IT RESOLVED, by the Board of Trustees, that the following requests for conferences be approved:

- a. *Mrs. Beth Tyson, Librarian, to attend the Inquiry and the Librarian Across the Three Programmes, December 5 through December 7, 2015, Baltimore, Maryland. The approximate cost of the conference is \$1,093 plus gas mileage reimbursement (\$739.00 – registration; \$75.00 – meals; \$279 – lodging).*
- b. *Mrs. Aislinn Cunningham, Guidance Counselor, to attend School Counselors: Leading With Purpose and Passion, February 18 through February 20, 2016, Hershey, Pennsylvania. The approximate cost of the conference is \$453.00 plus mileage reimbursement (\$310 – registration; \$143.00 – lodging).*

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

D. Nominating
None

Robert Lambert

E. Marketing

Meagan Feeser

Ms. Feeser reported to the Board that a new brochure for the York Academy is being prepared; the informational meetings have been scheduled; and a marketing person for the school is being considered.

F. Administrative Services

Edward Bird

1. Report – Approval of New and Revised Policies

BE IT RESOLVED, by the Board of Trustees, that the following new or revised policies be approved for implementation:

- a. *Policy 113.3 – Evaluations for Students with Disabilities (new)*
- b. *Policy 609 – Investment of Charter School Funds (revised)*
- c. *Policy 903 – Public Participation in Board Meetings (revised)*
- d. *Policy 904 – Public Attendance at School Events (new)*
- e. *Policy 905 – Citizen Advisory Committees (revised)*
- f. *Policy 906 – Public Complaints (revised)*
- g. *Policy 907 – School Visitors (revised)*
- h. *Policy 908 – Relations with Parents (revised)*
- i. *Policy 910 – Community Relations (revised)*
- j. *Policy 911 – News Media Relations (revised)*
- k. *Policy 913 – Non-school Organizations/Groups/Individuals (new)*
- l. *Policy 914 – Relations with Intermediate Unit (revised)*
- m. *Policy 916 – School Volunteers (revised)*
- n. *Policy 917 – Parent/Family Involvement (revised)*
- o. *Policy 918 – Title I Parental Involvement (revised)*

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

2. Report – Approval of Memorandum of Understanding
BE IT RESOLVED, by the Board of Trustees, that the Memorandum of Understanding between York College of Pennsylvania and the York Academy Regional Charter School be approved.

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

3. Report - Enrollment Report

The enrollment for the York Academy as of Thursday, October 8, 2015 is as follows:

Registrations by Grade:

Kindergarten:	74 students
Grade One:	75 students
Grade Two:	75 students
Grade Three:	74 students
Grade Four:	73 students
Grade Five:	73 Students
Grade Six:	77 Students
TOTAL	521 students

Registrations by District:

Central York:	28 students
Dallastown	7 students
Dover	19 students
Eastern	2 students
Northeastern	12 students
Red Lion	17 students
Spring Grove	8 students
West Shore	3 students
West York:	34 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 to the Board of Trustees the following: MAP testing and F & P testing is finished – parents will soon be receiving the first of three scores; the Lacrosse Clinic started and is being held at Small's Field; the lockers have been installed for the 5th and 6th grades – guidelines went out to students as to the proper use of the lockers; PLC meetings have been scheduled – talking about F & P and Professional Learning Communities.

- B. Report – Business Manager

Monik Johnson

2014-2015 990: The 2014 990 Tax return has been completed. The Board will be asked to approve the tax return its current state at the October board meeting. M. Johnson has reviewed the York Academy Foundation statements and 990 tax form. These documents were sent to the Foundation board for review and approval.

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.

Student Intervention Grant (SIG) (\$69,699): 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 were 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. As of September 30, 2015 the grant was fulfilled.

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.

Health Insurance Adhoc Committee: The Committee will meet on Monday, October 19th to discuss the renewal rates for health insurance and select the plan option for the December 1st renewal.

Finance Committee Meeting: The Finance Committee will meet on Thursday, October 22, 2015 @ 7:30 to discuss 403(b) alternative option, updates on the purchase of a high school building as well as other financial items.

Other Items for discussion:

Due to the state budget not being approved, 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. We have received 80% of August tuition receivables as of September 30th. We are currently waiting to see how September tuition payments will be received. If York City pays their September payment (\$429,298) by the end of October, we will not need to borrow from the line of credit for payroll and A/P at that time. M. Johnson and D. Baughman are meeting with Peoples Bank on Friday, October 16th to discuss increasing the line of credit to cover three months of cash flow (\$1.8m) to prepare for the effects of the budget impasse.

Cash on Hand:

Unrestricted cash balance of (9/30/2015):	\$271,155 (liquid)
Current receivables of (9/30/2015):	\$291,929
Term loan available balance:	<u>\$600,000</u>
Total:	\$1,163,084
Average expenses:	\$473,421/month

Cash/Cash Equivalents on hand: York Academy currently has available 2.45 months or 76.16 days of cash on hand as of 9/30/15.

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 September 30, 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 Robert Lambert. The vote was unanimous.

XI. Old Business

None

XII. New Business

None

XIII. Comments from the Public

None

XIV. Meeting/Activity Dates

A. October 22, 2015 – Finance Committee Meeting at 7:30 a.m.

B. October 26, 2015 – Board of Trustees Committee Meetings at 5:30 p.m.

XV. Items for Distribution

None

XVI. Adjournment

Motion was made to adjourn the meeting by Meagan Feeser, seconded by Robert Lambert. The meeting adjourned, by unanimous vote, at 6:05 p.m.