



**Minutes from the Regular Meeting of the  
Board of Trustees  
June 13, 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 5:32 p.m. by Nancy Ahalt.*

**II. Roll Call**

*Board members in attendance: Robert Lambert, William Dannehl, Susan Krebs, Edward Bird, Meagan Feeser, and Nancy Ahalt*

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

*Others present: Christa Raught, Dondra Lewis, and Patrick Ball*

**III. Approval of the Minutes of the Regular Meeting of the Board of Trustees of May 9, 2016 and the Committee Meeting of May 23, 2016**

*Motion to approve offered by Robert Lambert, seconded by Meagan Feeser. The vote to approve the minutes 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**

*William Dannehl*

1. Report – Requests to Attend Conference

***BE IT RESOLVED, by the Board of Trustees, that the following requests to attend the Category 1 and 2 International Baccalaureate Workshop, Austin, Texas, July 24-27, 2016 be approved:***

***Jane Schaeffer, Emily Chevalier, Peter Shuey, Michael Lowe, Brooke Thoman, LaTosha Wright, Kimberly Nieves, Irma Rivera-Orozco, Kelley Waninger, and Tracy Zeiders***

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

2. Report – Request to Attend Conference

***BE IT RESOLVED, by the Board of Trustees, that the request of David Goodwin to attend the Administrator's Training, Austin Texas, July 27-30, 2016 be approved.***

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

3. Report – Keystones: Technology Innovator  
***BE IT RESOLVED, by the Board of Trustees, that the request of Lori Woods, Instructional Assistant, to attend the Keystones: Technology Innovators STAR Summit, Shippensburg University, July 25-29, 2016 be approved.***

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

4. Report – Renewal of Treysta Contract  
***BE IT RESOLVED, by the Board of Trustees, that the Treysta contract for the 2016-2017 school year be renewed for technology services at the York Academy at a total cost of \$3,986.50 per month.***

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

5. Report – UCCI Dental Extension  
***BE IT RESOLVED, by the Board of Trustees, that the extension of the United Concordia Dental Plan to November 30, 2016 be approved.***

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

6. Report – Use of Facility  
The following use of facility requests were reported to the Board of Trustees:
  - a. Employees of the York Academy Regional Charter School for use of the gymnasium on Saturdays, June 11 through August 20, 2016 from 7:00 – 9:00 a.m. for the purpose basketball. The fee for this usage will be waived.
  - b. WellSpan Health – Community Health and Wellness, for use of the York Academy Media Room, June 30, 2016, 8:00 a.m. – 12:30 p.m. for the purpose of holding a Community Behavioral Health Planning Meeting. The fee for this usage will be waived.

7. Report - Land Purchase  
The following information was provided as an update to the purchase of land for the Upper School:
  - a. The Phase I Environmental Study was completed by Tom Warman. There appears to be no environmental issues that would be a factor in the purchase.
  - b. The initial meeting was held with the zoning officials and the request for exception was filed. Jeff Lobach, David Koratich, and a representative from the school will attend meetings July 11 and July 21 at 6:30 p.m.

## ***B. Academic Assessment and Curriculum***

***Sue Krebs***

1. Report – Mandated Health Services  
***BE IT RESOLVED, by the Board of Trustees, that the contract between Family First Health and the York Academy be approved for the 2016-2017 school year. The contract provides mandated medical screenings for students.***

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

2. Report – Candidacy for Middle Years Program  
It was reported to the Board of Trustees, that the application for candidacy for the Middle Years Programme at the York Academy Regional Charter School has been accepted. Mrs. LaTosha Wright was instrumental in securing this achievement.

**C. Personnel**

**Sue Krebs**

1. Report – Creation of New Positions

***BE IT RESOLVED, by the Board of Trustees, that the following positions be created, effective the 2016-2017 school year:***

- a. Design Instructor***
- b. Art and Music Instructor***
- c. Physical Education/Health Instructor (part-time)***
- d. Instructional Assistant***
- e. Speech Language Pathologist***

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

2. Report – Approval of Job Description

***BE IT RESOLVED, by the Board of Trustees, that the job description for the position of Speech Language Pathologist be approved.***

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

3. Report – Creation of Position

***BE IT RESOLVED, by the Board of Trustees, that the position of Reading Teacher be created, effective the 2016-2017 school year.***

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

4. Report – Appointment of Treasurer

***BE IT RESOLVED, by the Board of Trustees, that the appointment of Edward Bird as Treasurer of the York Academy Regional Charter School Board of Trustees, effective April 27, 2016 be approved.***

*Motion to approve offered by Susan Krebs; seconded by Robert Lambert. The vote was five in favor and one abstention.*

5. Report – Transfer of Employment Position

The following transfer of a position at the York Academy was reported to the Board of Trustees:

Peter Shuey, Middle Years Science Teacher, to Middle Years Design Teacher, effective July 1, 2016.

6. Report – Appointment to Professional Positions

***BE IT RESOLVED, by the Board of Trustees, that the following appointments to professional positions be approved:***

- a. Alina Henninger***  
***Middle Years Science Teacher***  
***Salary: \$43,000***  
***Effective: July 1, 2016 through June 30, 2017***
- b. Amanda Stine***  
***Art Teacher***  
***Salary: \$43,000***  
***Effective: July 1, 2016 through June 30, 2017***

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

7. Report – Appointment of Certified School Nurse of Record  
***BE IT RESOLVED, by the Board of Trustees, that the appointment of Cynthia Rose as Certified School Nurse of Record for the 2016-2017 school year at an annual rate of \$300.00 be approved.***

*Motion to approve offered by Susan Krebs; seconded by Robert Lambert. The vote was unanimous.*

8. Report – Acceptance of Resignations  
It was reported to the Board of Trustees that the following resignations were accepted:
  - a. Sarah Mingle, Teacher (third grade), effective June 30, 2016
  - b. Brittany Siegel, Teacher (first grade), effective June 30, 2016

***D. Nominating***  
*No Report*

***Robert Lambert***

***E. Marketing***  
*No Report*

***Meagan Feeser***

***F. Administrative Services***

***Edward Bird***

1. Report – Approval of Writing Program  
***BE IT RESOLVED, by the Board of Trustees, that the Collins Writing Program for grades five and above, effective August 2016 be approved.***

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

2. Report – Swimming Program  
***BE IT RESOLVED, by the Board of Trustees, that the second grade Swimming Program, provided by the YMCA, be continued for the 2016-2017 school year. The PTO will be funding this program.***

*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, June 8, 2016 is reported as follows:

Registrations by Grade:

Kindergarten:	74 students
Grade One:	75 students
Grade Two:	72 students
Grade Three:	76 students
Grade Four:	72 students
Grade Five:	73 Students
Grade Six:	75 Students
<b>TOTAL</b>	<b>517 students</b>

Registrations by District:

Central York:	28 students
Dallastown	6 students
Dover	19 students
Eastern	2 student
Northeastern	13 students
Red Lion	17 students
Spring Grove	9 students
West Shore	3 students
West York:	34 students
York City:	360 students
York Suburban:	26 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 on the following: his visit with Senator Wagner and the Secretary of Policy Analyst and the Secretary of Policy and Planning within the Governor's office regarding special education and construction; the investigation for funding of the demolition of the Pensupreme property; the last day of school of the 2015-2016 school year; the end-of-the-year assembly with presentations for attendance, most improved behavior, and most improved academics; and Dr. Lowe's evening on the roof.*

**B. Report – Business Manager**

**Monik Johnson**

**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 chrome books. To date, we have utilized \$39,739 (52%) of the total grant allocation.*

**Title I & II Federal Program (\$249,094):** *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. To date, we have utilized \$93,529 (39%) of Title I funds and \$10,440 (100%) of the Title II funds.*

**2016-2017 Budget Process:** *M. Johnson has revised the draft of the 16-17 budget and presented the breakeven budget to the Finance Committee on Thursday, May 4<sup>th</sup>. The Finance Committee approved the 16-17 budget in its current form. The budget was placed on the Board agenda for Monday, May 9<sup>th</sup> and will be asked for a preliminary approval of the budget at that meeting. Formal approval of the budget will occur at the June board meeting.*

**2015-2016 Audit Process:** *M. Johnson has scheduled the 15-16 audit process for the week of July 25-29<sup>th</sup>. This schedule is later than usual to better prepare for receipt of year-end items.*

**Food Service Program:** *Staff are working with vendors to secure pricing and specs on a 9x12 walk-in freezer for the food service program for the 16-17 school year as well as produce, bread and meat vendors.*

**Other Items for discussion:**

Staff and Board members are researching financing opportunities for the High School building. Administration and the Board has selected a location for the High School. Currently, short-term, long-term and bond financing options are being reviewed for the purchase and renovation project of the high school.

**Cash on Hand:**

<i>Unrestricted</i> cash balance of (5/31/2016):	\$964,182(liquid)
Current receivables of (5/31/2016):	\$688,733
Term loan available balance:	<u>\$600,000</u>
<b>Total:</b>	<b>\$2,152,915</b>
Average expenses:	<b>\$545,970/month</b>

**Cash/Cash Equivalents on hand:** York Academy currently has available 3.94 months or 122 days of cash/cash reserves on hand as of 5/31/16.

YARCS Accounts Receivable Report: May 31, 2016				
School District	March	April	May	Total Due
Central	35487.04-Paid	30838.57-Paid	32,509.26	<b>32,509.26</b>
Dallastown	8635.66-Paid	8,907.58	9,191.28	<b>18,098.86</b>
Dover	27672.7-Paid	25230.03-Paid	15,153.29	<b>15,153.29</b>
Eastern	1,222.54	1,158.36	2,316.72	<b>4,697.62</b>
Northeastern	16267.9-Paid	16,983.72	15,719.55	<b>32,703.27</b>
Red Lion	21,880.54-Paid	21,708.33	21,708.33	<b>43,416.66</b>
Spring Grove	12090.98-Paid	8966.58-Paid	11,203.29	<b>11,203.29</b>
West Shore	2207.3-Paid	1512.83-Paid	2,127.16	<b>2,127.16</b>
West York	44606.32-Paid	38319.05-Paid	42,028.98	<b>42,028.98</b>
York City	432287.1-Paid	412,342.29-Paid	415,334.04	<b>415,334.04</b>
York Suburban	49446.1-Paid	29918-Paid	44,845.50	<b>44,845.50</b>
Other invoices	526.52	-	-	<b>526.52</b>
<b>Total Tuition/Other Rec. Due:</b>	<b>1,749.06</b>	<b>48,757.99</b>	<b>612,137.40</b>	<b>662,644.45</b>
National School Lunch Prog.	22965.01-Paid	-	24,296.72	<b>24,296.72</b>
<b>Total Tuition &amp; Cafeteria Rec. Due:</b>	<b>-</b>	<b>-</b>	<b>24,296.72</b>	<b>686,941.17</b>
Federal Receivables	1,831.99	1,831.99	1,831.99	<b>1,831.99</b>
<b>Grand Total Rec. Due:</b>	<b>3,581.05</b>	<b>50,589.98</b>	<b>638,266.11</b>	<b>688,773.16</b>

**X. 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 May 31, 2016 be approved as presented, subject to audit.

*Motion to approve offered by Edward Bird; 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 Edward Bird; 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. June 13 – July 7, 2016 – Summer Camp, 8:00 a.m. – 12:00 p.m., Monday through Thursday

**XV. Items for Distribution**

**XVI. Adjournment**

*Motion was made to adjourn the meeting by William Dannehl, seconded by Edward Bird. The meeting adjourned, by unanimous vote, at 6:00 p.m. An Executive Session of the Board of Trustees was held following the regular meeting.*