



**Minutes from the Regular Meeting of the
Board of Trustees
September 12, 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 5:40 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Ellen Johnson, Robert Lambert (5:50 p.m.) William Dannehl, Sue Krebs, Stephen Tansey, and Nancy Ahalt

Staff attending: Dr. Lowe, Monik Johnson, and Tina Ziegler

Others: Jennifer Kirk

III. Approval of the Minutes from the Regular Meetings of August 8, 2016 and the Committee Meeting of the Board of Trustees of August 22, 2016.

Motion to approve offered by Stephen Tansey; seconded by Ellen Johnson. The vote was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

Several notes from various individuals were shared with the Board of Trustees.

VI. Monthly Instructional Reports

Mrs. Carol Alvarnaz and Ms. Emily Chevalier made a presentation to the Board of Trustees regarding the Ron Clark Academy.

VII. Reports from Committees

A. Finance and Facilities

William Dannehl

1. Report – Approval of Contract

BE IT RESOLVED, by the Board of Trustees, that the contract for IDEA Section 619 Pass-Through Funds for 2016-2017 be approved.

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

2. Report – Bond Firm Approval

BE IT RESOLVED, by the Board of Trustees, that George K. Baum and Company be approved as the firm to issue the bonds for the Upper School Project.

Motion to approve offered by William Dannehl; seconded by Ellen Johnson. The vote was unanimous.

3. Report – Approval of Adult Lunch Price

BE IT RESOLVED, by the Board of Trustees, that the price of an adult lunch at the York Academy Cafeteria be \$3.75, effective August 1, 2016.

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

4. Report – Amendment #7 to the Current Lease
BE IT RESOLVED, by the Board of Trustees, that Amendment #7 to the current lease be approved.

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

5. Report – Request to Attend Conference
BE IT RESOLVED, by the Board of Trustees, that the request of Charlene Gotschall to attend the WIDA National Conference, Philadelphia, Pennsylvania, October 12-14, 2016 be approved.

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

6. Report – Flood Insurance
BE IT RESOLVED, by the Board of Trustees, that the purchase of flood insurance through the Glatfelter Agency, Inc. for the property at 2 Hamilton Avenue, York, effective September 2, 2016 through September 2, 2017 be approved.

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

7. Report – Use of Facility
The following use of facility request was reported to the Board of Trustees:
 - a. Employees of the York Academy Regional Charter School for use of the gymnasium on Saturdays, September 3, 2016 through June 10, 2017, from 7:00 – 9:00 a.m. for the purpose basketball. The fee for this usage will be waived.

B. Academic Assessment and Curriculum

Ellen Johnson

1. Report – Academic Goals for the York Academy
After examining the results of our first year of MAP assessment, the York Academy staff was presented with several academic goals that will focus our attention during the coming school year. Although there were gains in MAP assessment scores during the year, this academic progress did not translate to a dramatic improvement in PSSA scores.

As a result of our performance on the PSSA, the entire staff will now be challenged to move students to the Advanced or Proficient levels at all grade levels.

Academic Goals for 2016-17

As a means of focusing our attention on that over-arching goal of dramatically improving our academic standing, there are several goals for 16-17 that will provide each person in our school with a clear direction for academic achievement.

We will focus attention on the reading achievement of all students in grades Kindergarten through grades three. In each of those grades, our goal will be to have students leave the grade performing at a reading level commensurate with next year's grade placement using MAP assessment data or Fountas & Pinnell. For example, all students leaving grade one should achieve a reading level of beginning second grade.

Second, students in grades three through seven will each achieve at least a 20% increase in the number of students achieving proficient or advanced scores on the 2017 Pennsylvania State Assessment in reading and math. The attainment of this goal will be determined by comparing the results from the 2016 assessment with the 2017 assessment.

Third, students in grades kindergarten through grade seven will achieve a 20% increase in the number of students scoring High or High Average scores on the MAP assessment. The attainment of this goals will be determined by comparing fall assessment results with spring assessment results in both reading and math.

2. Report – Measure of Academic Progress
A spreadsheet was shared with the Board of Trustees that provided a comparison of reading and math spring scores attained on the Measure of Academic Progress compared to the National Norms.
3. Report – Pennsylvania Assessment Results (attachment)
The preliminary scores for the 2016 administration of the Pennsylvania Assessment were provided to the Board of Trustees.
4. Report – Approval of Health Curriculum (attachment)
BE IT RESOLVED, by the Board of Trustees, that the Health Curriculum for grades 6 and 7 be approved.

Motion to approve offered by Ellen Johnson; seconded by William Dannehl. The vote was unanimous.

C. Personnel

Sue Krebs

1. Report – Approval of Leave of Absence
BE IT RESOLVED, by the Board of Trustees, that the request of Amy Kerstetter, Third Grade Teacher, for child-bearing leave from, approximately, February 8, 2017 through June 7, 2017 be approved.

Motion to approve offered by Sue Krebs; seconded by Ellen Johnson. The vote was unanimous.
2. Report – Appointment to Classified Positions
BE IT RESOLVED, by the Board of Trustees, that the following appointments to Classified positions be approved:
 - a. ***Rabiya Khan***
Part-time Marketing Manager
Salary: \$55.00 per hour (approx.. 30-40 hours/month)
Effective: September 19, 2016
 - b. ***Sarolta Farkas***
Instructional Assistant
Salary: \$13.00 per hour
Effective: October 3, 2016
Motion to approve offered by Sue Krebs; seconded by Stephen Tansey. The vote was unanimous.
3. Report – Approval of Substitutes
BE IT RESOLVED, by the Board of Trustees, that the following individuals be appointed as substitutes for the 2016-2017 school year:
 - a. ***Judith Richard, School Nurse***
 - b. ***Louise Betterman, School Nurse***
Motion to approve offered by Sue Krebs; seconded by William Dannehl. The vote was unanimous.

4. Report – Senior Employment Program
BE IT RESOLVED, by the Board of Trustees, the services of Ms. Brenda Gladfelter to provide clerical assistance at the York Academy be approved, effective September 6, 2016.

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

5. Report – Approval of Volunteer
BE IT RESOLVED, by the Board of Trustees, that Mrs. Jennifer Klimchock be approved as Volunteer Envirothon Coach for the 2016-2017 school year.

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

6. Report – Acceptance of Resignations
It was reported to the Board of Trustees that the following resignations were accepted:
 - a. Julie Stefko, Instructional Assistant, effective September 8, 2016
 - b. Jill Harlacher, Instructional Assistant, effective September 9, 2016
 - c. Irma Rivera Orozco, Spanish Teacher, effective September 30, 2016

D. Nominating
The appointment of a new Board member was tabled.

E. Marketing
An update on the progression of the new website was provided to the Board of Trustees.

F. Administrative Services

Stephen Tansey

1. Report – Comprehensive Planning
It was reported that the Comprehensive Planning Committee will continue meeting to complete the Comprehensive Plan beginning in September. Information was shared that provides the recommendation from the committee to the Board of Trustees.

2. Report – Application for Excused Absence for Educational Experience
BE IT RESOLVED, by the Board of Trustees, that the revised Application for Excused Absence for Educational Experience be approved.

Motion to approve offered by Stephen Tanseys; seconded by William Dannehl. The vote was unanimous.

3. Report – Approval of Letter of Agreement for the Student Assistance Program
BE IT RESOLVED, by the Board of Trustees, that the Letter of Agreement for the Student Assistance Program Drug and Alcohol/Prevention Problem Identification and Mental Health Assessment and Referral be approved.

Motion to approve offered by Stephen Tanseys; seconded by Ellen Johnson. The vote was unanimous.

4. Report - Enrollment Report
The enrollment for the York Academy as of Thursday, September 8, 2016 was reported as follows:

Registrations by Grade:

Kindergarten: 77 students

Grade One: 73 students

Grade Two:	76 students
Grade Three:	74 students
Grade Four:	77 students
Grade Five:	71 Students
Grade Six:	76 Students
Grade Seven:	74 Students
TOTAL	598 students

Registrations by District:

Central York:	34 students
Central Dauphin:	2 students
Dallastown	5 students
Dover	20 students
Eastern	3 student
Northeastern	15 students
Red Lion	18 students
Southern:	1 student
Spring Grove	8 students
West Shore	3 students
West York:	37 students
York City:	420 students
York Suburban:	32 students

VIII. Chief Executive Officer's Monthly Report

A. Report – Chief Executive Officer

Dennis Baughman

Dr. Baughman reported on the following: Wagman Construction working on the Upper School design; a Bullying Program as an assembly at the York Academy on September 13; making a presentation at Central York School District on the Upper School Project on September 19 with another one at Downtown, Inc., and then at the Rotary Club on September 22; and Mr. Patrick Ball is making visits to individuals regarding the Capital Campaign.

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 \$70,247 (92%) 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 \$209,096 (88%) of Title I funds and \$10,440 (100%) of the Title II funds.*

***2015-2016 Audit Process:** The fieldwork of the 15-16 audit process has been completed. M. Johnson is in the process of scheduling a time to review the audit draft, adjusting journal entries and 990 tax return.*

***2016-2017 Tuition Rates:** York Academy received the new tuition reimbursement rates for the 16-17 school year. The **average** regular tuition rate increased by 3% and the **average** special education tuition rate increased by 6%.*

Other Items for discussion:

Cash on Hand:

<i>Unrestricted cash balance of (8/31/2016):</i>	<i>\$106,682(liquid)</i>
<i>Current receivables of (8/31/2016):</i>	<i>\$519,416</i>
<i>Term loan available balance:</i>	<i><u>\$600,000</u></i>
<i>Total:</i>	<i>\$1,226,098</i>
<i>Average expenses:</i>	<i>\$483,600/month</i>

Cash/Cash Equivalents on hand: York Academy currently has available 2.53 months or 79 days of cash/cash reserves on hand as of 8/31/16.

YARCS Accounts Receivable Report: August 31, 2016 PRE-AUDIT			
School District	July	August	Total Due
Central Dauphin		2172.56	2,172.56
Central	-	26,071.88	26,071.88
Dallastown	-	3,926.33	3,926.33
Dover	-	16,536.68	16,536.68
Eastern	-	2,295.54	2,295.54
Northeastern	-	11,634.22	11,634.22
Red Lion	-	13,394.81	13,394.81
Spring Grove	-	4,697.16	4,697.16
West Shore	2,306.52	2,306.52	4,613.04
West York	-	27,209.78	27,209.78
York City	-	313,711.87	313,711.87
York Suburban	-	25,623.50	25,623.50
Other invoices	77.94	-	77.94
Total Tuition/Other Rec. Due:	77.94	-	451,965.31
National School Lunch Prog.	-	-	-
Total Tuition & Cafeteria Rec. Due:	-	-	451,965.31
Federal Receivables	67,450.43	-	67,450.43
Grand Total Rec. Due:	67,450.43	-	519,415.74

IX. Treasurer's Report

Nancy Ahalt

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 August 31, 2016 be approved as presented, subject to audit.

Motion to approve offered by Nancy Ahalt; seconded by William Dannehl. The vote was unanimous.

B. Report – Approval of Bills

BE IT RESOLVED by the Board of Trustees that the attached listing of bills be approved for payment

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

X. Old Business

Sue Krebs commented on the Capital Campaign regarding community members comparing the York Academy to New Hope.

XI. New Business

Jennifer Kirk brought up the fact that she feels that MYP students should be permitted to take home iPads and Chromebooks to assist with work that must be done at home. Some discussion pursued with Dr. Baughman agreeing to get the opinion of the MYP teachers before moving forward.

XII. Comments from the Public

None

XIII. Meeting/Activity Dates

- A. September 16, 2016 – Early Dismissal for Students at 12:15 p.m. – Professional Development for Staff
- B. September 26, 2016 – Board of Trustees Committee Meetings, 5:30 p.m.
- C. October 6, 2016 – Early Dismissal for Students at 12:15 p.m. – Professional Development for Staff
- D. October 7, 2016 – No School for Students – Professional Development for Staff
- E. October 10, 2016 – No School for Students or Staff

XIV. Items for Distribution

- A. Letter from the Department of Education

XV. Adjournment

Motion was made to adjourn the meeting by Nancy Ahalt at 7:11 p.m. with an Executive Session of the Board of Trustees to follow.