



**Minutes from the Regular Meeting of the
Board of Trustees
December 12, 2016
5:30 p.m.
York Academy Regional Charter School**

I. Call to Order

The regular meeting of the Board of Trustees of the York Academy Regional Charter School, the regular meeting was called to order at 5:32 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Ellen Johnson, Robert Lambert, William Dannehl, Susan Krebs, Meagan Feeser, Anika Jackson, and Nancy Ahalt

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

Others in attendance: Dondra Lewis, Mark and Christa Raught, Alyssa Pressler, and Jennifer Klimchock

III. Approval of the Minutes from the Regular Meeting of November 14, 2016 and the Committee Meeting of November 28, 2016.

Motion to approve offered by Ellen Johnson; seconded by Meagan Feeser. The vote was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

None

VI. Monthly Instructional Reports

A. Design Presentation – Mr. Peter Shuey: Mr. Shuey gave a presentation as to “What is MYP Design Program?” – problem-solving and critical thinking strategies by working in small groups to create some type of physical or digital product. He also explained the future of the MYP Design Program at the York Academy.

VII. Reports from Committees

A. Finance and Facilities

William Dannehl

None

B. Academic Assessment and Curriculum

Ellen Johnson

1. Report – Approval of Innovation Grant Proposal

BE IT RESOLVED, by the Board of Trustees, that the innovation grant, submitted by Lori Woods and Carol Alvarnaz, for the purchase and use of Breakout EDU, 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 Dalita Paul, Instructional Assistant, for medical leave effective November 30 through December 5, 2016 be approved.

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

2. Report – Approval of Volunteer
BE IT RESOLVED, by the Board of Trustees, that the following individual be approved as a Volunteer:
 - a. ***DaVaughn White, Volunteer Basketball Coach, effective the 2016-2017 school year.***

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

3. Report – Acceptance of Resignation
It was reported to the Board of Trustees that the following resignation was accepted:
 - a. Lynne Darrah, Instructional Assistant, effective January 4, 2017.

D. Nominating **Robert Lambert**
Mr. Robert Lambert welcomed Mrs. Anika Jackson to the Board of Trustees.

E. Marketing **Meagan Feeser**
Ms. Meagan Feeser reported that Rabiya Khan has been working on recruitment brochures and some other marketing instruments for recruitment.

F. Administrative Services **William Dannehl**

1. Report – Acceptance of Revised Policy #222, Tobacco Use
BE IT RESOLVED, by the Board of Trustees, that the revisions to Policy #222, Tobacco Use, be approved and implemented effective immediately.

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

2. Report – Approval of Policy #808, Charged Meals
BE IT RESOLVED, by the Board of Trustees, that Policy #808, Charged Meal, be approved and implemented effective immediately.

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

2. Report - Enrollment Report
The enrollment for the York Academy as of Thursday, December 8, 2016 is as follows:

Registrations by Grade:

Kindergarten:	77 students
Grade One:	74 students
Grade Two:	76 students
Grade Three:	76 students
Grade Four:	77 students
Grade Five:	75 Students
Grade Six:	78 Students
Grade Seven:	76 Students
TOTAL	609 students

Registrations by District:

Central York:	35 students
Central Dauphin:	2 students

Dallastown	5 students
Dover	15 students
Eastern	3 student
Northeastern	15 students
Red Lion	17 students
Southern:	1 student
Spring Grove	9 students
West Shore	3 students
West York:	39 students
York City:	435 students
York Suburban:	30 students

VIII. Chief Executive Officer's Monthly Report

A. Report – Chief Executive Officer

Dennis Baughman

Dr. Baughman reported on: On January 24 and 25, Gail Fribush from the IB Organization, will be visiting to look at our MYP program which is currently candidate status; all MYP instructors are now trained; reminder to the Board that the York Academy Chorus and Jazz Band will present at the Country Club of York for the Rotary Club meeting on Wednesday, December 21; the Upper School project is moving forward with the property at 62 Hamilton Street going to settlement, asbestos and lead paint screenings will take place for demotion scheduled for mid-January; the need for an instructional assistant; the final stages of the new website development; and the website pictures will be taken of students on December 19.

B. Report – Business Manager

Monik Johnson

Student Intervention Grant (SIG) (\$74,832): York Academy is expected to receive \$74,832 for the 15-16 school year which is the third and final allocation of the grant. 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 \$2,441(3%) of the total grant allocation.

Title I & II Federal Program (\$272,639): 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. The grant term begins 10/1/16-9/30/17. To date, we have utilized \$46,725 (18%) of Title I funds and \$2,207.58 (22%) of the Title II funds.

Ready To Learn Grant (\$18,960): The Ready To Learn Grant Block Grant is an appropriation from the commonwealth to school districts and charter schools to assist in attaining or maintaining academic performance targets. York Academy will utilize the funds to fund Curriculum Alignment, purchase Study Island as a supplemental online instruction program and resources, equipment and supplies to support World Language.

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%. To date, staff are projecting to exceed the tuition budget by \$96,000.

High School/Elementary School Bond Process: York Academy Foundation and staff are in the process of collecting data on the school to develop the investment package for the Series 2017 Revenue Bonds to finance the High School building along with future purchase of the Elementary School building.

Other Items for discussion:

Cash on Hand:

Cash Flow is beginning to gradually increase. To date, we have utilized and paid back \$150,000 of

the line of credit Cash flow is projected to remain positive throughout the school year.

Unrestricted cash balance of (11/30/2016):	\$394,000(liquid)
Current receivables of (11/30/2016):	\$758,000
Term loan available balance:	<u>\$450,000</u>
Total:	\$1,602,000
Average expenses:	\$609,000/month

Cash/Cash Equivalents on hand: York Academy currently has available 2.63 months or 82 days of cash/cash reserves on hand as of 11/30/16.

YARCS Accounts Receivable Report: November, 2016

School District	November	Total Due
Central Dauphin	3175.28	3,175.28
Central	41,182.88	41,182.88
Dallastown	6,595.09	6,595.09
Dover	21,846.58	21,846.58
Eastern	3,355.02	3,355.02
Northeastern	16,710.86	16,710.86
Red Lion	18,815.70	18,815.70
Southern	1,139.43	1,139.43
Spring Grove	11,597.60	11,597.60
West Shore	2,306.51	2,306.51
West York	43,420.13	43,420.13
York City	471,288.74	471,288.74
York Suburban	39,922.23	39,922.23
Other invoices/receivables	-	-
Total Tuition/Other Rec. Due:	681,356.05	681,356.05
National School Lunch Prog.	24,689.97	24,689.97
Total Tuition & Cafeteria Rec. Due:	24,689.97	706,046.02
Federal Receivables	18,289.00	18,289.00
Grand Total Rec. Due:	724,335.02	724,335.02

Dr. Lowe informed the Board of Trustees that the York Academy received a \$2100 community award through Dentsply.

IX. Treasurer's Report

Meagan Feeser

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 November 30, 2016 be approved as presented, subject to audit.

Motion to approve offered by Meagan Feeser; 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 Meagan Feeser; seconded by Robert Lambert. The vote was unanimous.

X. Old Business

Mrs. Krebs briefly described the issue that Lehigh Valley Charter School is having renewing their charter because of the Bethlehem School District wanting them to reduce the number of students enrolled in their school.

XI. New Business

None

XII. Comments from the Public

None

XIII. Meeting/Activity Dates

1. December 19, 2016 – Committee Meetings of the Board of Trustees, 5:30 p.m.
2. December 21, 2016 – York Academy Chorus and Jazz Band at Rotary Club of York, 12:00 p.m.
3. December 22, 2016 – Winter Wonderland Performances
 - a. K-2 – 8:30 – 9:00 a.m.
 - b. 3-5 – 9:15 – 9:45 a.m.
 - c. 6-7 – 10:00 – 10:30 a.m.
4. December 23, 2016 – January 2, 2017 – Holiday Break

XIV. Items for Distribution

None

XV. Adjournment

Motion was made by William Dannehl, seconded by Ellen Johnson, to adjourn the meeting. The meeting adjourned, by unanimous vote, at 6:11 p.m.