



**Minutes from the Regular Meeting of the
Board of Trustees
October 10, 2016
5:30 p.m.
York Academy Regional Charter School**

I. Call to Order

Following an Executive Session of the Board of Trustees, the regular meeting was called to order at 6:50 p.m. by Nancy Ahalt.

II. Roll Call

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

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

III. Approval of the Minutes from the Regular Meeting of September 12, 2016.

Motion to approve offered by Nancy Ahalt; seconded by Ellen Johnson. The vote was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

None

VI. Monthly Instructional Reports

None

VII. Reports from Committees

A. Finance and Facilities

William Dannehl

1. Report – Letter of Agreement for Additional Services

BE IT RESOLVED, by the Board of Trustees, that the agreement between LSC Design and the York Academy for additional services for the Upper School Project be approved.

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

2. Report – Request to Attend Conference

BE IT RESOLVED, by the Board of Trustees, that the request of Tracy Zeiders and LaTosha Wright to attend the National Title I Conference, Long Beach, California, February 22-25, 2017 be approved.

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

3. Report – Approval of Lease Schedule Number 001R (attachment)

BE IT RESOLVED, by the Board of Trustees, that the lease agreement between the York Academy and Fulton Bank be approved.

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

unanimous.

4. Report – Approval of Revised Medical Insurance Program
BE IT RESOLVED, by the Board of Trustee, that the revised medical plan presented for the employees of the York Academy Regional Charter School be approved.

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

B. Academic Assessment and Curriculum

Ellen Johnson

1. Report –Approval of Digital Citizenship Curriculum
BE IT RESOLVED, by the Board of Trustees, that the curriculum for Digital Citizenship be approved.

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

C. Personnel

Ellen Johnson

1. Report – Appointment to Classified Positions
BE IT RESOLVED, by the Board of Trustees, that the following appointments to Classified positions be approved:
 - a. ***Maria Houck***
Instructional Assistant
Salary: \$13.00 per hour
Effective: September 19, 2016 – June 30, 2017
 - b. ***Janet Miller***
Instructional Assistant
Salary: \$13.00 per hour
Effective: October 6, 2016 – June 30, 2017

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

2. Report – Appointment to a Professional Position
BE IT RESOLVED, by the Board of Trustees, that the appointment of the following individual be approved:
 - a. ***Laura Harouz***
Spanish Teacher
Salary: \$43,000 (pro-rated)
Effective: October 6, 2016

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

D. Nominating

Robert Lambert

Mr. Lambert reported that an interview of a prospective Board Member is scheduled for October 24 at 5:00 p.m.

E. Marketing

Meagan Feeser

None

F. Administrative Services

Stephen Tansey

1. Report - Enrollment Report
The enrollment for the York Academy as of Wednesday, October 5, 2016 is as

follows:

Registrations by Grade:

Kindergarten:	77 students
Grade One:	73 students
Grade Two:	76 students
Grade Three:	75 students
Grade Four:	78 students
Grade Five:	73 Students
Grade Six:	77 Students
Grade Seven:	73 Students
TOTAL	602 students

Registrations by District:

Central York:	35 students
Central Dauphin:	2 students
Dallastown	5 students
Dover	20 students
Eastern	3 student
Northeastern	16 students
Red Lion	18 students
Southern:	1 student
Spring Grove	8 students
West Shore	3 students
West York:	38 students
York City:	420 students
York Suburban:	33 students

VIII. Chief Executive Officer's Monthly Report

A. Report – Chief Executive Officer

Dennis Baughman

Dr. Baughman reported on a handout that was distributed from Witmer Restoration regarding the brick silo at the Upper School project location.

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 was allocated \$76,653 in SIG funds for the 2015-2016 school year. These funds were 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 \$76,653 (100%) of the total grant allocation. York Academy is expected to receive \$74,832 for the 15-16 school year which is the third and final allocation of the grant.

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 \$238,654 (100%) of Title I funds and \$10,440 (100%) of the Title II funds. The 2016-2017 allocations are as follows: Title I - \$262,686 and Title II – 9,953. The grant term begins 10/1/16-9/30/17.

2015-2016 Audit Process: The fieldwork of the 15-16 audit process has been completed. M. Johnson will meet with the auditor on Tuesday 10/11/16 to review the audit draft, AJE's and Form 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:

Cash Flow is beginning to gradually increase. To date, we have utilized \$150,000 of the line of credit. The repayment of these funds should occur in November and cash flow should remain positive throughout the school year.

Unrestricted cash balance of (9/30/2016):	\$89,861(liquid)
Current receivables of (9/30/2016):	\$930,956
Term loan available balance:	\$430,000
Total:	\$1,450,817
Average expenses:	\$563,000/month

Cash/Cash Equivalents on hand: York Academy currently has available 2.57 months or 80 days of cash/cash reserves on hand as of 9/30/16.

YARCS Accounts Receivable Report: September, 2016 PRE-AUDIT			
School District	August	September	Total Due
Central Dauphin	2172.56-Paid	3509.52	3,509.52
Central	26071.88	42,359.10	42,359.10
Dallastown	3926.33-Paid	7,289.31	7,289.31
Dover	16,536.68	26,363.40	42,900.08
Eastern	2295.54-Paid	3,708.18	3,708.18
Northeastern	11,634.22	20,892.14	32,526.36
Red Lion	13,394.81	22,177.26	35,572.07
Southern	-	1,259.37	1,259.37
Spring Grove	4,697.16	9,876.08	14,573.24
West Shore	2306.52-Paid	2,306.51	2,306.51
West York	27209.78-Paid	48,642.86	48,642.86
York City	313711.87-Paid	510,282.14	510,282.14
York Suburban	25,623.50	43,764.68	69,388.18
Other invoices	-	3,783.30	3,783.30
Total Tuition/Other Rec. Due:	81,626.87	746,213.85	818,100.22
National School Lunch Prog.	16,011.68	29,393.26	45,404.94
Total Tuition & Cafeteria Rec. Due:	16,011.68	29,393.26	863,505.16
Federal Receivables	-	67,450.43	67,450.43
Grand Total Rec. Due:	-	67,450.43	930,955.59

IX. Treasurer's Report

William Dannehl

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, 2016 be approved as presented, subject to audit.

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

X. Old Business

None

XI. New Business

None

XII. Comments from the Public

None

XIII. Meeting/Activity Dates

A. October 20, 2016 – Literacy Night, 6-7:30 p.m.

B. October 24, 2016 – Board Committee Meetings, 5:30 p.m.

XIV. Items for Distribution

XV. Adjournment

Motion was made to adjourn the meeting by Meagan Feeser, seconded by Robert Lambert. The meeting adjourned, by unanimous vote, at 7:12 p.m.