



**Minutes from the Regular Meeting of the
Board of Trustees
January 9, 2017
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 5:27 p.m. by Nancy Ahalt.

II. Roll Call

Board members in attendance: Ellen Johnson, Robert Lambert, Stephen Tansey, Edward Bird, Meagan Feeser, Anika Jackson, and Nancy Ahalt

Staff attending: Dr. Baughman, Dr. Lowe, Monik Johnson, Tina Ziegler, Amy Dove, Maxleen Gutierrez, and Lauren Rooney

Others in attendance: Dondra Lewis

III. Approval of the Minutes from the Regular Meeting of December 12, 2016 and the Committee Meeting of December 19, 2016.

Motion to approve offered by Ellen Johnson; seconded by Edward Bird. The vote was unanimous.

IV. Public Comment on Agenda Items

None

V. Petitions and Communications

A few notes from various individuals were circulated for the Board to view.

VI. Monthly Instructional Reports

A. Special Education Presentation – Ms. Dove, Mrs. Gutierrez, and Ms. Rooney gave a presentation on the following: IDEA (Individuals with Disabilities Education Act); the IEP process and development; types of services available at the York Academy; types of services available through the IU; special education support in the academic setting; instructional programs – Wilson Reading, Read Naturally, Moby Max, and Reading Eggs; and speech and language therapy: process for screening students and tracking data.

VII. Reports from Committees

A. Finance and Facilities

Edward Bird

1. Report – Support Contract for MMS Renewal

BE IT RESOLVED, by the Board of Trustees, that the contract between the York Academy and Computer Resources LLC (MMS) for systems software and training for reporting to the Commonwealth of Pennsylvania at a cost of \$8,606.00 be renewed for the 2017-2018 school year

Motion to approve offered by Edward Bird; seconded by Anika Jackson. The vote was unanimous.

2. Report – E-Rate Consulting Agreement

BE IT RESOLVED, by the Board of Trustees, that the Lincoln Intermediate Unit E-Rate Consulting Agreement be approved.

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

3. Report – Appointment of Construction Management
BE IT RESOLVED, by the Board of Trustees, that the firm of Wagman Construction be approved as Construction Management.

Motion to approve offered by Edward Bird; seconded by Stephen Tansey. The vote was unanimous.

4. Report – Use of Facility Requests
The following use of facility request was reported to the Board of Trustees:
Panthers USA for use of the York Academy Gymnasium, January 20 and 27; February 1, 3, 8, 10, 15, 22, and 24; and March 1, 3, 8, 10, and 15, 2017 for the purpose of soccer practice from 6:00 – 7:30 p.m. The rental fee for this usage will be invoiced at \$25.00 per hour.

B. Academic Assessment and Curriculum ***Ellen Johnson***
None

C. Personnel ***Stephen Tansey***

1. Report - Appointment of York Academy Foundation Board Member
BE IT RESOLVED, by the Board of Trustees, that the appointment of Ms. Elizabeth Given to the York Academy Foundation Board be approved, effective through June 30, 2017.

Motion to approve offered by Stephen Tansey; seconded by Meagan Feeser. The vote was unanimous.

2. Report – Appointment of Classified Staff (attachment)
BE IT RESOLVED, by the Board of Trustees, that the following individual be appointed to a Classified position:
a. Megan King
Instructional Assistant
Salary: \$13.00 per hour
Effective: January 9, 2017

Motion to approve offered by Stephen Tansey; seconded by Anika Jackson. The vote was unanimous.

D. Nominating ***Robert Lambert***
None

E. Marketing ***Meagan Feeser***
Ms. Meagan Feeser reported that she would like to arrange for a meeting of the Board of Trustees for the purpose of brainstorming to look at goals and audiences; the new brochure has been distributed; media is going out for the upcoming informational meetings; and the Downtown York magazine with the school article included in it was distributed..

F. Administrative Services ***William Dannehl***

1. Report - Enrollment Report
The enrollment for the York Academy as of Thursday, January 5, 2017 is as follows:
Registrations by Grade:
Kindergarten: 76 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:	75 Students
TOTAL	607 students

Registrations by District:

Central York:	36 students
Central Dauphin:	2 students
Dallastown	5 students
Dover	14 students
Eastern	3 student
Northeastern	14 students
Red Lion	18 students
Southern:	1 student
Spring Grove	9 students
West Shore	3 students
West York:	39 students
York City:	430 students
York Suburban:	33 students

VIII. Chief Executive Officer’s Monthly Report

A. Report – Chief Executive Officer

Dennis Baughman

Dr. Baughman reported on: the York Academy Foundation Board will meet on February 20 to discuss the Capital Campaign; the \$1500 grant from the Rehmeyer Fund will go to modern music activities; recently began MAPS assessments; on May 2, the Jazz Band and Chorus will perform in Cherry Lane from 11:30 a.m. – 1:30 p.m.; the video of the musical performance at the Rotary Club can be viewed on the Rotary Club’s website; flyers will be distributed by Dr. Baughman to daycares on Wednesday, January 11; and the MYP Consultant will be visiting the school on January 24 and 25.

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 \$2,470 (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 \$64,661 (25%) of Title I funds and \$3,093 (31%) of the Title II funds.

Ready to Learn Grant (\$18,960): York Academy was allocated \$18,960 for the Ready to Learn (RTL) Grant. The funds will be utilized for Curriculum Alignment, Online Supplemental Instruction and World Language Supplemental materials.

High School/Elementary School Bond Process: York Academy Foundation has begun the process for securing 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 \$150,000 of the line of credit which was paid back in November. Cash flow should remain positive throughout the remainder of the school year.

Unrestricted cash balance of (12/31/2016): \$311,000(liquid)

Current receivables of (12/31/2016): \$642,000

Term loan available balance: \$450,000

Total: **\$1,403,000**

Average expenses: **\$626,000/month**

Cash/Cash Equivalents on hand: York Academy currently has available 2.24 months or 70 days of cash/cash reserves on hand as of 12/31/16.

YARCS Accounts Receivable Report: December, 2016

School District	November	December	Total Due
Central Dauphin	3175.28-Paid	2673.92	2,673.92
Central	41182.88-Paid	33,527.10	33,527.10
Dallastown	6,595.09	5,553.76	12,148.85
Dover	21,846.58	17,964.16	39,810.74
Eastern	3355.02-Paid	2,825.28	2,825.28
Northeastern	16710.86-Paid	14,319.04	14,319.04
Red Lion	18815.70-Paid	15,844.80	15,844.80
Southern	1139.43-Paid	959.52	959.52
Spring Grove	11597.60-Paid	9,766.40	9,766.40
West Shore	2306.51-Paid	2,306.52	2,306.52
West York	43420.13-Paid	36,564.32	36,564.32
York City	471288.74-Paid	394,567.22	394,567.22
York Suburban	39922.23-Paid	35,465.16	35,465.16
Other invoices	-	653.82	653.82
Total Tuition/Other Rec. Due:	28,441.67	50.00	601,432.69
National School Lunch Prog.	24689.97-Paid	23,250.32	23,250.32
Total Tuition & Cafeteria Rec. Due:	24689.97-Paid	23,250.32	624,683.01
Federal Receivables	-	18,289.00	18,289.00
Grand Total Rec. Due:	28,441.67	23,300.32	642,972.01

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Federal Receivables	-	18,289.00	18,289.00
Grand Total Rec. Due:	28,441.67	23,300.32	642,972.01

YARCS Accounts Receivable Report: October, 2016

School District	October	Total Due
Central Dauphin	3175.28	3,175.28
Central	41,834.70	41,834.70
Dallastown	6,595.09	6,595.09
Dover	22,312.38	22,312.38
Eastern	3,355.02	3,355.02
Northeastern	20,923.88	20,923.88
Red Lion	18,749.94	18,749.94
Southern	1,139.43	1,139.43
Spring Grove	9,282.08	9,282.08
West Shore	2,306.51	2,306.51
West York	42,388.24	42,388.24
York City	466,233.60	466,233.60
York Suburban	39,922.23	39,922.23
Other invoices	40.14	40.14
Total Tuition/Other Rec. Due:	678,258.52	678,258.52
National School Lunch Prog.	27,155.14	27,155.14
Total Tuition & Cafeteria Rec. Due:	27,155.14	705,413.66
Federal Receivables	18,289.00	18,289.00
Grand Total Rec. Due:	723,702.66	723,702.66

IX. 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 December 31, 2016 be approved as presented, subject to audit.

Motion to approve offered by Edward Bird; seconded by Stephen Tansey. 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 Edward Bird; seconded by Anika Jackson. The vote was unanimous.

X. Old Business

None

XI. New Business

The Board of Trustees decided to take part in the Taste of York City event on February 24, 2017 by purchasing a table for eight guests at a cost of \$450.00.

XII. Comments from the Public

None

XIII. Meeting/Activity Dates

1. January 19, 2017 – Parent Informational Meeting, 6:00 p.m.
2. January 23, 2017 – Board Committee Meetings, 5:30 p.m.
3. January 24, 2017 – Parent Informational Meeting, 4:00 p.m.
4. January 25, 2017 – Parent Informational Meeting, 6:00 p.m.
5. January 28, 2017 – Parent Informational Meeting, 11:00 a.m.
6. February 7, 2017 – Northeastern Music Winter Recital

XIV. Items for Distribution

1. Letter from Stock and Leader – Rehmeier Grant

XV. Adjournment

Motion was made by Robert Lambert, seconded by Stephen Tansey, to adjourn the meeting. The meeting adjourned, by unanimous vote, at 6:14 p.m.