

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
SPECTRUM CHARTER SCHOOL
HELD FEBRUARY 17, 2021 VIA ZOOM

Present: Michele Gutman, Barbara Bain, Dorice Tharp, Ellen Szczerba, Seana Banks (Zoom - all)
Staff Present: Dr. Gail Yamnitzky, Michelle Johnson, Lori Yurkovich, Amber Simcic, Rachel McKelvey, Natalie Picone (Zoom – all)

Excused:

Absent:

Guests:

Public: Anita Martinelli-Land, Michelle McClain

DISCUSSION AGENDA ITEMS

I. Call to Order: MG called the meeting to order at 7:02PM.

II. Pledge of Allegiance:

III. Roll Call: All Board members present (via Zoom).

IV. Public Comments on Agenda Items: Michelle McClain addressed the Board inquiring as to when school will reopen for in-person learning. Stated that she is comfortable with her child returning to in-person instruction. Anita Martinelli-Land addressed the Board with the same inquiry as to when in-person instruction will resume.

V. Academic Committee Agenda Items:

A. Lottery for Student Enrollment for the 2021-2022 School Year: GY advised the lottery is not needed at this time. Seven slots expected open with all on waiting list accepted. Wait list going forward as needed.

B. Amendment to School Attestation Form to Return to Hybrid Learning: MG reviewed what our plan is with PDE. MG talked about the January, 2021 Board discussion and current CDC guidelines. Spectrum offers a unique small size but also lacks back-ups (subs) should staff be affected by COVID. GY discussed the parent survey from January, 2021. Half are choosing to remain on-line while the other half are electing to have their child return to in-person instruction. MG talked about the Allegheny County transmission rate still being considered high and talked about CDC guidelines for reopening. ES talked about the seven-day positivity average still being in the high category and looking at the science and CDC guidelines. MG talked about factors relating to transmission. GY stated that two other parents (not on the call) have stated that they would like their children to return to in-person instruction. GY talked about how the transmission rate is tracked in schools. Exceptions are made for special needs students. BB had a question about how the teachers feel returning to in-person instruction. LY states that she feels safe returning. Would like the vaccine but is ready to return. NP says she feels safe returning. AS says she prefers to be vaccinated but is willing to return. RM states that she would like to be vaccinated but is willing to return. GY stated that when previously open, no one had COVID as a result of school. One staff member contracted COVID from their spouse. GY supports reopening the school to hybrid instruction. MG had a question about teacher illness. GY advised that in that case, staff may teach remotely. Staff and GY would have to step in if a teacher is unable to teach. MG had a question about busing. GY indicated time is needed to arrange transportation and related services. Approximately one week of prep time would be needed. A motion to move the item to the voting agenda was made by BB, seconded by DT. All were in favor. The item is moved to the voting agenda.

C. Special Education Audit: GY advised will be at the end of April, 2021. GY will review the last audit to continue to comply. Parents may be contacted and paperwork reviewed as part of the process. RM will have parent trainings posted to the website.

D. Comprehensive Plan Overview:

- 1. Special Education Plan due to PDE March 1, 2022:** GY explained the process is conducted in three phases. Was due November, 2021 but pushed back to March, 2022. Special Ed plan comes due first. Runs on a five-year cycle. Needs assessment is conducted (stakeholders). Goals and action steps are worked on.
- 2. Comprehensive Plan Due to PDE March 30, 2022:** GY advised the process includes administration, board members, staff, community and parents. GY will begin planning in April, 2021. Board needs to approve by March, 2022. Special Ed portion needs to be approved by February, 2022.
- 3. Must be Posted for 30 Days Prior to Vote:** GY explained that the Plan needs to be posted for review for 30 days before the Board votes.
- 4. Planning Should Begin by April 30, 2021:** GY to begin the process by April, 2021.

E. Charter School Resolution: MG reviewed the Resolution. A motion to move the item to the voting agenda was made by DT, seconded by BB. All were in favor. The item is moved to the voting agenda.

F. Contract with Achieva: MG reviewed the contract. A motion to move the item to the voting agenda was made by DT, seconded by BB. All were in favor. The item is moved to the voting agenda.

G. Visit by President of PA Coalition for Charter Schools – February 23, 2021: GY will testify before the state education committee. Has to write testimony. MG had a question about the hearing.

VI. Finance Committee Agenda Items:

A. Monthly Budget Report: RM thanked MJ for the training and talked about the donation from Quest. RM reviewed payables and indicated that the carpet was removed from the ASA building.

B. Monthly Expenses to be Paid: RM reviewed paid and to be paid expenses from 1/21/2021-2/17/2021. RM discussed Monroeville Flood Control Reduction Fees. A motion to move items A-B to the voting agenda was made by BB, seconded by DT. All were in favor. The items move to the voting agenda.

C. For Your Information: Attached.

D. Cyber Crime Insurance:

- 1. Cyber Crime Policy:** MG states low risk; should protect against hacking.
- 2. Cyber Crime Policy Declarations**
- 3. Professional Liability Declarations**

VII. Marketing/Grants Committee Agenda Items:

A. FISA Grant LOI Submitted - \$20,000: GY requested the grant. Additional training for math and reading software. Need money set aside to train. GY met with grant writer for Highmark grant. Requesting \$7,500 for physical movement program.

VIII. Personnel Committee Agenda Items:

A. Update on Hiring of New Business Manager: GY states 40 applications received. Five candidates invited back for interviews – three have accepted invitation so far. Additional applicant received.

IX. Policy Committee Agenda Items:

- A. Policy 138 Alternate Assessment of Students**
- B. Policy 152 Dispute Resolution and Alternative Dispute Resolution**
- C. Policy 153 FAPE**
- D. Policy 217.1 Graduation & Dropout Rates**
- E. Policy 702 Gifts, Grants & Donations**
- F. Policy 805 Emergency Preparedness**
- G. Policy 816 Right to Know**

MG reviewed all. All items in this section, A-G were moved to a vote. A motion to move was made by BB, seconded by DT. All were in favor. The items move to the voting agenda.

X. Public Comment on Non-Agenda Items: None.

XI. Motion to Adjourn: Motion to adjourn was made by BB, seconded by DT. All were in favor. This portion of the meeting ended at 8:02PM.

VOTING AGENDA ITEMS

I. Call to Order: MG called the meeting to order at 8:33PM.

II. Roll Call: MG, BB, DT, ES, SB (Zoom). GY, MJ, RM, LY, AS (Staff – Zoom).

III. Public Comments on Agenda Items: None.

IV. Approval of January 20, 2021 Board Meeting Minutes: A motion to approve minutes from the 1/20/2021 Board Meeting was made by BB, seconded by DT. All were in favor.

V. Academic Committee Agenda Items:

A. Approval of the Return to Hybrid Instruction on March 1, 2021: A motion to approve the return to hybrid instruction beginning March 1, 2021 was made by BB, seconded by DT. ES voted against the return to hybrid instruction. The motion is approved by a vote of 4-1.

B. Approval of the Charter School Resolution: A motion to approve was made by DT, seconded by SB. All were in favor.

C. Approval of the Contract with Achieva to be Funded Through the CIE Grant: A motion to approve was made by BB, seconded by ES. All were in favor.

VI. Finance Committee Agenda Items:

A: Approval of the Monthly Budget Report:

B: Approval to Pay Upcoming Bills:

A motion to approve both A-B of this section was made by DT, seconded by SB. All were in favor.

VII. Policy Committee Agenda Items:

A: Approval of the Following Policies:

1. **Policy 138 Alternate Assessment of Students**
2. **Policy 152 Dispute Resolution and Alternative Dispute Resolution**
3. **Policy 152 FAPE**
4. **Policy 217.1 Graduation & Dropout Rates**
5. **Policy 702 Gifts, Grants & Donations**
6. **Policy 805 Emergency Preparedness**
7. **Policy 816 Right to Know**

A motion to approve all policies in this section (1-7) was made by BB, seconded by SB. All were in favor.

VIII. Public Comments on Non-Agenda Items: None.

IX. Announcements: GY thanked MJ for 20 years of service and leadership to the school. MG thanked MJ for her leadership.

X. Next Meeting: The next Board Meeting is scheduled for Wednesday March 17, 2021 at 7:00PM. Executive Session is scheduled for 6:00PM (if applicable). The next Board meeting is scheduled to take place via Zoom only.

XI. Motion to Adjourn: Motion to adjourn was made by BB, seconded by DT. All were in favor. The meeting adjourned at 8:13PM.