

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

Present: Michele Gutman, Barbara Bain, Dorice Tharp, Ellen Szczerba, Seana Banks (Zoom - all)

Staff Present: Dr. Gail Yamnitzky, Scott Domowicz, Lori Yurkovich, Amanda Dollish-Kotts, Amy Piligno, Lisa Garbin (Zoom – all)

Absent:

Guests:

Public:

DISCUSSION AGENDA ITEMS

- I. **Call to Order:** MG called the meeting to order at 7:05PM.
- II. **Pledge of Allegiance:**
- III. **Roll Call:** MG, BB, DT, ES, SB present (via Zoom).
- IV. **Public Comments on Agenda Items:** None.
- V. **Academic Committee Agenda Items:**
 - A. **Four Pittsburgh Public School Students Without Rides:** GY informs that four PPS students have started virtual learning on 11/16/2021 due to a bussing shortage within the district. One of those students also attends Forbes Tech Center first before heading to Spectrum. MG had a question about asynchronous learning. BB asked about the Forbes student and GY explained that work is being provided for the student at home. AS is monitoring students work at Forbes. GY spoke with the Solicitor about getting reimbursement for parents to drive students to school.
 - B. **Mask Mandate Lifted January 17, 2022; (Potentially Moving to December 4, 2021):** MG states the lifting of the mandate may be moved to December, 2021. GY says if the mandate is lifted, then each LEA must decide. January date has been taken to court and is being reviewed to lift the mandate. Governor will file for a stay. If the stay is not approved, then the mandate will be lifted on 12/4/2021. GY was prepared to send surveys to families but the Board needs to discuss. MG had a question about CDC guidelines. GY states CDC guidelines do not specify – need to review. LY says it is a constant reminder to students. MG asked if students/staff are being impeded? LG states that the students are good when reminded. MG views masks as an additional benefit. BB states that the CDC still recommends wearing. ES, DT and SB all indicate they are in favor of keeping the mask requirement in place. This item has been moved to the voting agenda.
- VI. **Finance Committee Agenda Items:**
 - A. **Finance Report:** SD reviewed reports and states revenue of \$254,000. Expenses show an increase of 5% due to an increase in payroll. Health insurance and payroll are the biggest expenses. MG had a question about the graphs. Different analysis vs. a business. DT offered a suggestion that since the school is not a sales/retail organization, are we over-reporting? DT will discuss with SD. MG had a question about year-over-year spending. Blank categories in 2020 because everything was lumped together previously. SD states that a leak has been detected in the water

main. American Leak Detectors will be on site tomorrow to try and locate the leak between the street and the main building. Contract will then be needed to dig up and repair/replace the line. MG inquired about timeline as a special meeting may be needed. MG asked about state subsidy receivable. GY states for Title IB funds – pays for ESY; \$31,883. MG had a question about Title IA. SD says meeting with Sen. Casey's office next week with GY and SD. MG had questions about special services (ACCESS). GY states it is a lengthy process, at least six months. MG had a question about two fund balances. SD states that the accountant set it up that way. GY says it goes back into the original fund balance if not needed. This item has been moved to the voting agenda.

- B. 990 Filed and Accepted per Peter – Attending December Meeting:** Peter will attend the December, 2021 Board meeting to review/discuss.
- C. Update on Demo Project:** SD says application for permits have been filed and waiting on approval. MG had a question about water/sewer. SD says municipality states they are good. Waiting on demo permit as application was filed after the last Board meeting.
- D. Water Line Issue:** Already discussed. GY asks Board to require administration to get with the Board. MG asks that the Board be consulted.
- E. Monthly VISA Bills for Review:** SD says no balance currently. MG had a question about purchases for food. GY states that was for pizza for the students on day when the school was without electricity due to an outage. GY is also having some nutritional food for the students available. MG had a question about Indeed and Giant Eagle gas cards – used for gas for the school vans.

VII. Marketing / Grants Committee Agenda Items:

- A. Walmart - \$1,000 Grant:** SD says school is receiving \$1,000 general grant from Walmart. Eat n' Park has donated Smiley cookies.
- B. 5K Race Update:** SD says email has been sent.
- C. Giving Tuesday:** SD says already sent one email. Will post to Facebook and Instagram as well.
- D. Update on DEP Grant:** SD spoke with Maureen Reynolds (grant writer). Looking at a \$25,000 grant request – hopefully by end of week. MG had a question about what it is being used for. SD states it will be used for the teaching garden; fencing, tool shed, dehydration, raised planting beds.

VIII. Personnel Committee Agenda Items:

- A. Review of Contract with Grade Point Resources and Hiring Process:** GY and LY interviewed two candidates for paraprofessional positions. Paperwork being finalized and hopefully at full staff within two weeks.
- B. Staff Member is COVID-19 Close Contact:** GY states that a staff member needs to quarantine due to being a close contact. To date, the individual has tested negative.
- C. COVID-19 Protocol:** GY will be sending a reminder to staff and families regarding COVID-19 protocols prior to the holidays. Health and Safety Guidelines have been reviewed. MG had questions about testing and about any asymptomatic staff. Can they teach virtually?

- IX. **Policy Committee Agenda Items:**
 - A. **815.3 Children’s Internet Protection Act**
 - B. **226.1 Student’s Rights**
 - C. **805.1 Lockdown and Shelter in Place**
 - D. **004 Board Orientation**
 - E. **815 Acceptable Use of Internet Safety**

MG asked to remove the word “draft” on the documents once approved. A motion to move items A-E to the voting agenda was made by ES.

- X. **Public Comments on Non-Agenda Items:** None.

- XI. **Motion to Adjourn:** This portion of the meeting ended at 8:02PM.

VOTING AGENDA ITEMS

- I. **Call to Order:** MG called the meeting to order at 8:02PM.

- II. **Roll Call:** All Board members present.
The Board met in Executive Session on the following dates: 11/11/2021, 11/17/2021. Approval to accept the October 20, 2021 Board of Trustees Meeting minutes was made by BB, seconded by DT. All were in favor.

- III. **Public Comments on Agenda Items:** None.

- IV. **Academic Committee Agenda Items:**
 - A. **Motion to Maintain the Mask Mandate Should the State Move Forward with Eliminating the Order:** A motion to approve was made by DT, seconded by ES. All were in favor.
 - B. **Motion to Approve the Charter Renewal:** MG reviewed the acceptance of the renewal and a motion to approve was made by BB, seconded by SB. All were in favor.

- V. **Finance Committee Agenda Items:**
 - A. **Motion to Approve the Monthly Financial Report:**
 - B. **Motion to Approve Paying Bills through December:**

A motion to approve items A-B was made by DT, seconded by BB. All were in favor.

- C. **Motion to Provide that Once We Receive Information on the Water Line, it Must be Presented to the Board for Approval:** A motion to approve was made by BB, seconded by ES. All were in favor.

- VI. **Fundraising/Grants Committee Agenda Items:**
 - A. **Motion to Accept \$1,000 Grant from Walmart:** a motion to accept the grant was made by DT, seconded by SB. All were in favor. GY explained why the Board needs to approve the acceptance of a grant.

VII. Personnel Committee Agenda Items:

A. Motion to Accept the Retirement of Dr. Gail Yamnitzky Effective December 31, 2021: A motion to accept the retirement of Dr. Yamnitzky effective 12/21/2021 was made by MG, seconded by DT. All were in favor.

VIII. Policy Committee Agenda Items:

A. Motion to Approve the Following Policies:

1. 815.3 Children's Internet Protection Act
2. 226.1 Students' Rights
3. 805.1 Lockdown and Shelter in Place
4. 004 Board Orientation
5. 815 Acceptable Use and Internet Safety

MG Reviewed. A motion to approve items 1-5 was made by DT, seconded by ES. All were in favor.

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

X. Announcements:

A. Thanksgiving Break is November 25 through November 29, 2021

B. We will be Collecting Donations of New or gently Used Items for a Holiday Shop for Students on December 17, 2021

C. Thanksgiving Fund: We funded requests from three families

D. We will be Collecting Monetary Donations for Our Giving Tree to Purchase Gift Cards for Students in Need

XI. Next Meeting: The next meeting is scheduled for December 15, 2021 at 7:00PM. Location to be determined.

XII. Motion to Adjourn: A motion to adjourn the meeting was made by DT. The meeting adjourned at 8:15PM.