

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF
SPECTRUM CHARTER SCHOOL
HELD FEBRUARY 25, 2022 VIA GOOGLE MEET

Present: Michele Gutman, Barbara Bain, Dorice Tharp, Ellen Szczerba, Seana Banks

Staff Present: Dr. Matthew Erickson

Absent:

Guests:

Public:

DISCUSSION AGENDA ITEMS

- I. **Call to Order:** MG called the meeting to order at 6:00PM.
- II. **Pledge of Allegiance:**
- III. **Roll Call:** MG, BB, DT, ES, SB present (via Google Meet).
- IV. **Public Comments on Agenda Items:** None.
- V. **Personnel Committee Agenda Items:**
 - A. **Scott Domowicz Transition:** Resignation effective 3/5/2022. ME working on transition plan with SD in order to have him be available to the incoming business manager.
 - B. **John Zahorchak, MBA – Interim Business Manager:**
 1. **Resume:**
 2. **Contract:**
Move to vote.
 - C. **Stipends:** Stipend for Lead Teacher due to end in mid-March at the discretion of ME. Stipend of additional \$60 per day beginning 2/7/2022 to approximately 3/7/2022 to the CEO administrative assistant for filling in during the Business Manager transition. Move to vote.
- VI. **Facility Committee Agenda Items:**
 - A. **Termination of Tevin Davis Contract:** MG discussed termination due to poor performance and not showing up.
 - B. **Cleaning Contract Proposals:**
 1. **Anago Cleaning Systems**
 2. **Vanguard Cleaning Systems**
 3. **Coverall**
ME recommends proposal from Anago and SCS has previous experience with the vendor. Move to vote.
 - C. **New Locks on Doors:** ME to have locks changed due to lost keys and change of vendors. Move to vote.
- VII. **Public Comments on non-Agenda Items:** None.
- VIII. **Announcements:** ME says hot water heater will be fixed on Monday. Student Council is planning a dance for the school tentatively scheduled for March 24th or 25th. AS is looking into building a garden that will involve the community. No updates on grants.

VOTING AGENDA ITEMS

- I. **Business Manager:** Motion to enter into an agreement for an interim Business Manager with KeySolution – John Zahorchak with previously discussed terms of the contract was made by DT, seconded by ES. All were in favor.
- II. **Stipends:** Motion to approve a \$60 per day stipend to Rachel McKelvey during the transition period between Business Managers from 2/7/2022 through approximately 3/7/2022 was made by SB, seconded by ES. All were in favor.
- III. **Facilities:** Motion to enter into an agreement with Anago Cleaning Systems subject to legal review was made by ES, seconded by BB. All were in favor.
- IV. **Contractor Para Position:** MG advises that SCS needs to advise GPR by 3/1/2022 whether to continue contract to retain Taylor Lucas. ME says there will be an increase in the rate. A motion to continue the contract with GPR was made by DT, seconded by SB. All were in favor.
- V. **Changing Locks:** Motion to approve having locks changed or re-keyed as determined by ME was made by ES, seconded by DT. All were in favor.
- VI. **Hot Water Heater:** MG says a new hot water heater for \$1,400 can be installed by Monday. Tankless hot water heater proposal was \$4,000 with greater energy savings. MG recommends the \$1,400 proposal. DT had a question about the current hot water heater. ME says the current hot water heater is beyond repair. Motion to approve the \$1,400 hot water heater was made by DT, seconded by BB. All were in favor.
- VII. **Next Meeting:** The next meeting is scheduled for March 16, 2022 at 7:00PM. This meeting is scheduled to take place via Google Meet.
- VIII. **Motion to Adjourn:** A motion to adjourn the meeting was made by ES. The meeting adjourned at 6:15PM.

