

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
SPECTRUM CHARTER SCHOOL
HELD JUNE 16, 2021 VIA ZOOM

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

Staff Present: Dr. Gail Yamnitzky, Scott Domowicz (Zoom – all)

Absent: Barbara Bain

Guests:

Public:

DISCUSSION AGENDA ITEMS

- I. **Call to Order:** MG called the meeting to order at 7:03PM.
- II. **Roll Call:** MG, DT, ES, SB present (via Zoom).
- III. **Public Comments on Agenda Items:** None.

VOTING AGENDA ITEMS

- I. **Approval of April 21, 2021 Board Meeting Minutes:** A motion to approve minutes from the 5/19/2021 Board Meeting was made by DT, seconded by SB. All were in favor.
- II. **Academic Committee Agenda Items:**
 - A. **AIU Annual Agreement:** MG reviewed. This is for services that the AIU can provide. Price list included. A motion to approve the agreement was made by DT, seconded by SB. All were in favor.
- III. **Finance Committee Agenda Items:**
 - A. **Monthly Budget Report:** SD reviewed the report as of 6/10/2021. DT had questions about vendors – Health Insurance and about ADT payroll. SD explained that is amount paid out over the year. DT had a question about Comcast. SD explained grant to offset the cost. DT had a question about NEPRIS. GY explained the CIE grant for software. Used for Transitions class. MG had a question about the “Not Specified” column. SD explained any expenses not previously set up as a vendor are in this category. Vendors are being set up going forward. A motion to approve the Monthly Budget Report was made by DT, seconded by MG. All were in favor.
 - B. **Approval of the GFB 2021-2022 as Presented:** GY reviewed the budget. \$559,664 unreserved fund balance. Expenses reduced from \$142,000 to \$95,041. \$497,173 estimated unassigned fund balance. MG had a question about the unassigned fund balance. SD explained that money cannot be moved from a committed fund balance. Second checking account has been opened with nothing in the account. A motion to approve the GFB for 2021-2022 was made by DT, seconded by ES. All were in favor.
 - C. **Approval of the Quote for IT Services from Empower:** SD reviewed the contract. Currently, SCS pays a monthly fee plus an hourly rate per problem. SCS can be charged and if problem occurs again then the hourly rate is paid again. Empower will charge a monthly flat fee with a 24/7 Help Desk. Cost is \$1,500 per month. Right Hand Technology Group is \$3,000 per month for comparable service. DT had questions about recommendations for Empower. RHTG will not cover the school (student) chrome books. Empower will cover them. DT had a question about location and hardware. SD states

that additional server space might be needed. Empower will handle transfer from RHTG. Transfer will be on 8/7/2021. A motion to approve the agreement was made by DT, seconded by MG. All were in favor.

IV. Personnel Committee Agenda Items: None.

V. Policy Committee Agenda Items: None.

VI. Marketing/Grants Committee Agenda Items:

A. Approval to Accept a \$7200 Grant from Highmark for Our Physical Movement and Nutrition Program: A motion to approve the acceptance of the Highmark Grant award of \$7200 was made by ES, seconded by MG. All were in favor.

VII. Motion to Adjourn: This portion of the meeting ended at 7:27PM.

DISCUSSION AGENDA ITEMS (Discussion Agenda Items Continues at 7:27PM)

IV. Academic Committee Agenda Items:

A. Enrollment Update: GY states that 41 students are interested in returning. The state has approved a plan that allows graduates from 2021 to return for one additional year (due to COVID-19). Two students may possibly return. GY says that adding a classroom would change the enrollment and a meeting with the architect is planned in July to discuss the house and adding a classroom.

B. Comprehensive Plan Update: GY working on. Due for a vote in March, 2022.

C. Garden: SD looking to set up a Teaching Garden on the house property next to the school which will allow the property to become tax exempt moving forward. Support from the Monroeville Garden Club and Target donated a \$50 gift card for the garden. MG had a question about the donation. ES had a question about grants from the state. DT states that a friend has items to donate for the purpose.

V. Finance Committee Agenda Items:

A. Cyber Insurance: GY states \$1,000,000 policy from Beazley Insurance.

B. Boiler Update: SD states that repairs have been completed and submitted for re-inspection. One additional has been addressed and completed. SD states that in 2019, the installer failed to file paperwork before installing. Department of Labor working on obtaining approval for something that has already been installed. The approval is needed in order to clear the violation and receive the certificate.

VI. Announcements:

A. MG states that the returning staff is pleased with the bonuses and that the staff feels appreciated.

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

VIII. Motion to Adjourn: A motion to adjourn was made by DT, seconded by SB. All were in favor. The meeting adjourned at 7:42PM.

There is no meeting scheduled in July. The next scheduled Board meeting will take place in August, 2021.

