

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
SPECTRUM CHARTER SCHOOL  
HELD AUGUST 18, 2021 VIA ZOOM

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

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

**Absent:**

**Guests:**

**Public:**

**DISCUSSION AGENDA ITEMS**

- I. **Call to Order:** MG called the meeting to order at 7:02PM.
- 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. **Update on Preparation for New School Year:** GY states that Teacher In-Service started 8/17/21. Topics included Student Thinking, Creative, Collaborative, Higher Level Thinking. Becky Moise conducted two presentations. Staff developed strategies / executive functioning. Tomorrow will focus on safety and security. “Be the Nice Kid” is the theme for the new school year. New curriculums for the new school year include the purchasing of middle school math/geometry programs. Art, Life Skills 2, Physical Movement and World Cultures added.
  - B. **Course of Studies:** GY reviewed the list. Will continue to build as classes added. Core groups / transitions / specials. MG states mapping to PA standards. GY states this allows to place students appropriately. A motion to move the item to the voting agenda was made by BB, seconded by DT.
- VI. **Finance Committee Agenda Items:**
  - A. **Summer Facilities Update:** SD states that the boiler repairs / upgrades to get certified have been complete. New roof and gutters on house (office building) are complete. The driveway / parking lot has been sealed, patched and stripped. The school landscaper has donated mulch for the Teaching Garden. Several areas of the school building have been painted, carpets cleaned and electrical work done. Plumbing repairs to install a flush system for the sewer have been done. Time clock installed. ADA compliant signs for rooms added and classrooms have been labeled with numbers. Shrubbery has been removed for egress (escape routes). Fascia, gutters and downspouts were installed free of charge on the house because the contractor installed the incorrect roof color.
  - B. **Monthly Budget Report:** SD reviewed the monthly budget report. Revenue stream is down year-over-year. Outstanding pledges due are \$64,000. Billing school districts retroactive. \$48,000 payment to AIU for district placement. MG had a question about payments to the AIU. GY states billed per day – possibly affected due to COVID. BB had a question about number (duration) of years. DT had a question about “libraries” expense. Old posters have been removed. BB had a question about Fundraising event. SD states that a 5K race and walk will be held on 4/23/2022. A pre-payment has been made to help run the event. DT had a question

about that bill. MG had a question about credit cards. SD states used for supplies. School received one Smartboard for free to use (to see if interested in purchasing additional Smartboards). MG had a question about \$38,000 (from audit). SD states outstanding pledges back to 2002 – trying to get them “zeroed out”. Due from LEA’s to school. SD investigating to see if payments received. DT commented about the efficiency of the audit. MG states first time seeing this – SD brought to their attention. BB had a question about PSERS. SD states caught up after this. BB had a question about ESY art payment. A motion to move the item to the voting agenda was made by BB.

**C. Furniture for 5<sup>th</sup> Classroom:** SD states need for additional desks for new classroom. PEMCO Furniture proposal for ten desks plus one teacher desk. A motion to move the item to the voting agenda was made by DT.

**D. Annual Review of Insurance Coverage:** SD advises renewal increase from \$23,000 to \$27,000. Commercial liability from \$29,718 to \$35,171. MG had a question about the rate with two school vans out of service for transport. Auto increased \$900.00. Increases for Professional Liability and Management Liability. Workers Comp. shows a decrease. DT had a question about the effective date. A motion to move the item to the voting agenda was made by DT.

**VII. Marketing / Grants Committee Agenda Items:**

**A. Application Made for Extension of CIE Grant for \$15,000:** According to GY, last year’s grant was for \$30,000. \$15,000 this year is an extension of the CIE Grant.

**B. Fundraising:** MG states that ES will work with Administration on fundraising opportunities. MG and SB will participate in the Lion’s Club golf event fundraiser. SD states that a 5K walk/run race is scheduled for 4/23/2022 at Boyce Park. It is scheduled for one week before the Pittsburgh Marathon and will be a 5K Awareness for Autism. Using a management company and we need sponsors. SD is looking into AHN and Highmark. Need to start lining up sponsors in October. BB had a question about the dollar amounts for sponsors. GY suggested we meet to discuss.

**VIII. Policy Committee Agenda Items:**

**A. 001 Board Expenses**

**B. 002 Board Meeting Call to Order**

**C. 003 Board Minutes**

**D. 113.3 Evaluations and Re-Evaluations**

**E. 216.1 Exceptional Students Records Confidentiality**

**F. 328.1 Employee Health and Retirement Benefits**

A motion to move items A-F to the voting agenda was made by DT.

**IX. Public Comments on Non=Agenda Items: None.**

**X. Motion to Adjourn:** A motion to adjourn the Discussion Items Agenda was made by DT, seconded by BB. This portion of the meeting ended at 7:57PM.

**VOTING AGENDA ITEMS**

**I. Call to Order:** MG called the meeting to order at 7:57PM.

**II. Roll Call:** All Board members present.

The Board met in Executive Session on August 18, 2021 to discuss matters of personnel.

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

**IV. Approval of Meeting Minutes:**

**A. Approval to Accept the June 16, 2021 Board of Trustee Meeting Minutes as Presented.**

**B. Approval to Accept the July 29, 2021 Board of Trustee Meeting Minutes as Presented.**

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

**V. Academic Committee Agenda Items:**

**A. Approval of the 2021-2022 Course of Studies as Presented:** A motion to approve the item was made by DT, seconded by BB. All were in favor.

**VI. Finance Committee Agenda Items:**

**A. Approval of the Monthly Budget Report**

**B. Approval to Pay Bills Due Through September**

**C. Approval of 2021-2022 Insurance Coverage at an Annual Cost of \$35,171.00**

**D. Approval of the Purchase of Furniture from PEMCO at a Cost of \$4,994.50**

A motion to approve items A-D from this section was made by DT, seconded by ES. All were in favor.

**VII. Personnel Committee Agenda Items:**

**A. Approval to Hire Roger Stedina as a Teacher at the Contracted Rate of \$33,000 Per annum for the 2021-2022 School Year:** A motion to approve the item was made by BB, seconded by ES. All were in favor.

**VIII. Policy Committee Agenda Items:**

**A. Approval of the Policies as Presented:**

**B. 001 Board Expenses**

**C. 002 Board Meeting Call to Order**

**D. 003 Board Minutes**

**E. 113.3 Evaluations and Re-Evaluations**

**F. 216.1 Exceptional Students Records Confidentiality**

**G. 328.1 Employee Health and Retirement Benefits**

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

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

**X. Announcements:**

**A. Staff In-Service Began August 17, 2021**

**B. School Starts August 23, 2021**

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

**XII.**      **Motion to Adjourn:** A motion to adjourn the meeting was made by BB. The meeting adjourned at 8:01PM.