

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
SPECTRUM CHARTER SCHOOL
HELD SEPTEMBER 15, 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 7:08PM.
- 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. **Student Enrollment:** GY states that 39 students are currently enrolled. One new application has been received and one new student starts tomorrow. Three students left at the beginning of the 2021-2022 school year.
 - B. **Special Education Audit:** GY reviewed the audit. Two items of note: 1) Parent Training and 2) Least Restrictive Environment (LRE). MG states that parent training was previously identified and has been rectified through previous parent training. The Board was aware of this previously. The LRE was not clearly spelled out in some IEP's. This has been rectified and GY states that no corrective action is needed. GY states that LEA's percentage of disabilities falls above the statewide average. Gateway approved the charter as written for special education therefore, we have to follow our charter. MG discussed that we do not identify special education students, rather they are identified prior to arrival at Spectrum. GY has a follow-up meeting scheduled with the auditor. DT had a question about resolving before the next audit. GY states that as far as students with disabilities in LRE – the school does not have any regular education students. GY to review with Solicitor to see if going out in the community is considered LRE . GY states that the state has accepted this from a previous district. Looking to increase time in the community post-COVID. MG indicated that she understood that Boyce would count, however GY indicated that not enough students attend Boyce to address the issue.
 - C. **Virtual Learning:** GY states that one parent withdrew her children due to no virtual learning option this school year. One student has been a no-show for the past ten days. GY to address with the family. MG discussed the Governor's Executive Order regarding Board Member liability in reference to the PA mask mandate. Specifically, the Order purports to eliminate liability protection should a Board fail to require masks. However, the Spectrum Board has required masks in accordance with the Governor's requirements. GY states that the school has been in compliance since the start of the new school year. No issues have been reported with the school. Thus, the Board should not have any increased liability.

VI. Finance Committee Agenda Items:

- A. Budget Update:** SD reviewed the budget through 9/10/2021. Reviewed YTD revenue and GY stated that there is no reimbursement over the summer. \$342k net increase that was not part of the previous budget. SD states that even without grant money, the school is in good financial shape. \$48,000 payable to AIU. SD reviewed the monthly expenses. DT had a question about Melio. SD explained that it is for textbooks from the publisher. DT had a question about tuition – receivable. SD explained that it is a carryover from billing in advance (previous practice). DT had a question about Accrued salaries and benefits as well as Federal Taxes. MG had a question about PennServe catch up. SD states it is a holdover from previous practice. DT states that Amazon Smile needs to be corrected to show as a revenue. DT had a question about payables to painter and art teacher. Steel Center for CTE – GY states this is ESY for out of district placement. Z-Trip expense for same student. MG had a question about the Not Specified category. SD says need to recategorize. Needs to get with Quick Books to correct.
- B. Insurance Increase Update:** SD advises increase from \$23,386 to \$27,584. The school has paid out more in claims than it has in premiums. High loss ratio. MG states that insurance paid legal fees for litigation. Cost for Management liability insurance increased. Auto policies – assets increased. Additional staff increased cost and COVID contributed to price increase. No claims for Workman’s Comp.
- C. Tax Status:** SD advised of tax-exempt status. The tax status of the adjacent property has been changed to not for profit and thus, it is not taxable based upon implementation of the use of that property for the teaching garden.
- D. House Demolition Quote:** SD received a quote of \$9,000 to complete the demolition of the house next door. MG had a question about sewer and water. SD advises all included. Approximately two weeks to complete. No grant money available for this. Insurance costs will decrease after the demolition. A motion to move the item to the voting agenda to allow SD to pursue negotiations was made by ES – SD will also obtain references checked and review of the contract with counsel prior to Board approval of the contract.

VII. Marketing / Grants Committee Agenda Items:

- A. CIE Grant - \$15,000:** GY states to be used for two Smartboards and to pay the transition coordinator for job shadowing. Also, for monthly tech fee. AS has found numerous sites for tech to help students in transition class.

VIII. Personnel Committee Agenda Items: None.

IX. Policy Committee Agenda Items: None.

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

XI. Motion to Adjourn: This portion of the meeting ended at 7:58PM.

VOTING AGENDA ITEMS

- I. Call to Order:** MG called the meeting to order at 7:58PM.

- II. Roll Call:** All Board members present.
The Board met in Executive Session on September 15, 2021 to discuss matters of personnel. Approval to accept August 18, 2021 Board of Trustees Meeting minutes was made by DT, seconded by BB. All were in favor.
- III. Public Comments on Agenda Items:** None.
- IV. Finance Committee Agenda Items:** A motion to approve Items A-B of the Finance Committee was made by DT, seconded by ES. All were in favor. A motion to approve Item D regarding the house demolition contract with Allen Demo was made by BB, seconded by DT. All were in favor.
- V. Personnel Committee Agenda Items:**
A. Approval to Accept the resignation of Linda Rossi, Paraprofessional, effective September 17, 2021: A motion to approve the item was made by BB, seconded by ES. All were in favor.
- VI. Policy Committee Agenda Items:** None.
- VII. Public Comments on Non-Agenda Items:** None.
- VIII. Announcements:**
A. October 11, 2021 – No school for students / Teacher In-service: Artist in residence on 10/26/21. Art skills and creating project for the building. SD states Safety Day was a success and those involved have volunteered to come out monthly for different topics.
- IX. Next Meeting:** The next meeting is scheduled for October 20, 2021 at 7:00PM. This meeting is scheduled to take place via Zoom.
- X. Motion to Adjourn:** A motion to adjourn the meeting was made by DT. The meeting adjourned at 8:08PM.