

SPECTRUM CHARTER SCHOOL  
MINUTES  
BOARD OF TRUSTEES DISCUSSION AND VOTING MEETING AGENDA  
SEPTEMBER 19, 2023

DATE: September 19, 2023  
LOCATION: Spectrum Charter School-virtual and via Google Meet  
TIME: 7:00 PM  
CEO: MATTHEW ERICKSON

DISCUSSION/VOTING AGENDA ITEMS

- I. Call to order: 7:06
- II. Pledge of Allegiance
- III. Roll Call:
  - Administration: Matt Erickson and John Zahorchak in person
  - Board Members. Barbara Bain in person
  - Google Meet: Michele Gutman, Ellen Szczerba, Arleen Wheat, Tammy Goda, Dr. Duvall
- IV. Minutes of the Board of Trustee Meeting of August 15, 2023 were approved, with a motion from Arleen Wheat and seconded by Tammy Goda. Executive sessions on personnel issues were held August 31, 2023 and September 19, 2023.
- V. There was no public present for public comment.
- VI. **Board Matters:**
  - A. It was moved by Barb Bain and seconded by Arleen Wheat to accept the resignation of Seana Banks from the Board of Trustees. Unanimous vote to accept, with thank you to Seana for her service.
  
  - B. It was moved by Arleen Wheat and seconded by Tammy Goda to accept the nomination of Dr. Jonathan Duval as a Board of Trustees member. Unanimous vote to approve.

C. Dr. Erickson presented a Tuition Reimbursement Policy for approval. Arleen Wheat made the motion to approve as modified by discussion of the schedule for reimbursement. Motion seconded by Tammy Goda. Approved as modified.

## **VII. CEO/PRINCIPAL REPORT**

A. DR. ERICKSON reported a change in state regulations, allowing students to stay in school until 1 day before their 22nd birthday. Our enrollment is currently 54, so this would bring enrollment to 55 or 56. Another student is finalizing application.

B. Meet The Teacher Night was the same night as our meeting. It was well attended. Raise Right, Fundraising opportunity was presented to parents. Parent were given an opportunity to sign up for a new parent booster organization.

C. The school went on a successful field trip to the Pittsburgh Zoo on 10/13/2023.

D. Dr. Erickson met with Dr. Rossi, Assistant Superintendent of Gateway School District. Dr. Erickson's company will be helping Dr. Rossi with a reorganization of their Special Ed Department. Also discussed were possibilities of partnering with us with some activities and or charter renewal.

E. Spectrum is working with the Monroeville Police and Chief Cole to schedule Safety drills, including fire and intruder drills. This is in association with a PEED grant.

## **VIII. PERSONNEL COMMITTEE AGENDA ITEMS:**

A. Dr. Erickson recommended the hiring of Tyrone Neal, Behavior Specialist for the 2023-2024 academic year. Barb Bain, moved and Tammy Goda seconded to approve the recommendation. Unanimous approval.

B. Dr. Erickson recommended the hiring of George Dollish as driver for temporary services for the 2023-24 year. Business Manager of McKeesport has agreed to pay 2 1/2 weeks to fill in for McKeesport lack of drivers. Move to accept the recommendation was made by Barb Bain and Seconded by Arleen Wheat. Unanimous acceptance

#### **IX. Academic Committee Agenda Items:**

A supplemental on-line format curriculum has been purchased from Houghton Mifflin for less than \$2, 000. It includes 1-2 teacher licenses and 1-2 student licenses. It is to supplemental higher levels of science and math.

#### **X. Finance Committee Agenda Items:**

John Zahorchak presented all financial reports. Financial reports on record. General discussion included the fact that most tuition payments have been made. Woodland Hills and Pittsburgh pending. Final payment was made to old technology company, and a payment was made to the new company. John reported that he is waiting for auditor's report. Money from Dollar Bank is being transferred to PNC operational account. to cover PSERS payment. John said cash flow is down \$886,000 to \$817,000.

Tammy Goda moved to approve the payment of bills through October. Arleen Wheat seconded, with unanimous vote to approve

#### **XI. Fundraising/Grants Committee Agenda Items:**

- A. Plans are being made for Giving Tuesday.
- B. Parent Booster Club being formed to help with fundraising.

#### **XII. Facilities Report**

A. Boiler Repairs: Dr. Erickson reported that we are looking at repairs to the boiler to replace gages and pipes that are out of compliance from 2019 repairs. Junction Control plans to fix this week. They are waiting for parts.

Back flow vales expected to be \$2,164.00. Total for repairs estimated at \$5,908.00.

B. Air Conditioning for Transition Building: Waiting for quote.

**XIII. PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

No public present.

**XIV. Announcements:**

Behavior Specialist to start this week.

**XV. Next meeting: October 17, 2023, 7:00 PM. At Spectrum Charter School and Google Meet.**

**XVI. Arleen Wheat made motion to adjourn. Adjourned 8:29 PM**