

**DATE:** February 20, 2024 **TIME:** 7:00 PM  
**LOCATION:** Spectrum Charter School and virtual via Google Meet  
**CEO:** Dr. Matthew Erickson

## **DISCUSSION/VOTING AGENDA ITEMS**

**Call to order: 7:01pm**

**[Pledge of Allegiance](#)**

**Roll call:**

**Board Members:** In Person: Ellen Szczerba Remote: Michele Gutman, Dorice Tharp, Arlene Wheat, Tammy Goda, Barbara Bain, Dr. Jonathon Duvall

**Administration:** In Person: Matt Erickson, Remote: John Zahorchak

**Public:** Lori Yurkovich

Approval to accept the [January 16, 2024](#) Board of Trustee Meeting Minutes as presented. Board met in Executive Session on February 20, 2024 to discuss personal and student matters.

**Michele Gutman moves, Arleen Wheat seconds and all approve**

**Public Comments on Agenda Items:** none

### **1. CEO/Principal Report:**

- Semi-formal event/Parent Social - parent social held at the house in conjunction with the 'Snowflake' social at the school
- Max & Erma's Fundraiser event - 1/17/24 Results estimated over \$350 from the event - pursuing an event at another venue
- Field Trip - 2/1 - Byham Theater to see "Moby Dick"; continuing to build a relationship with the cultural district
- Transition Update - more students contributing to the community in various capacities (e.g. more than 400 hours volunteered this year)
- Current Enrollment - 53 is current enrollment

### **VI. Personnel Committee Agenda Items:**

- Informational item-Behavioral Specialist & Paraprofessional positions - continuing to interview candidates
- Accept the resignation of TJ Neal effective 2/16/2024 - Barb Bain moves, Michele Gutman seconds and all approve
- Motion to approve Lori Yurkovich for [Instruction in the Home](#) at an hourly rate of \$45.00 per hour - Arleen Wheat moves, Barb Bain seconds and all approve

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

- Motion to approve the [2024-2025 Academic Calendar](#) - couple of editing changes - Barb Bain moves contingent on corrections; Dorice Tharp seconds and all approve

- Motion to approve the [24-25 Board Meeting Dates](#) - Dorice Tharp moves, Tammy Goda seconds and all approve
- Motion to approve the [2024 ESY proposal](#) - Barb Bain moves, Arleen Wheat seconds and all approve
- Motion to approve the [student agreement](#) with Longmore Academy - Michele Gutman moves contingent on solicitor review, Barb Bain seconds and all approve

**VIII. Policy Committee Agenda Items:**

- Motion to approve the updated [Confidentiality Statement](#) - Barb Bain moves, Michele Gutman seconds and all approve
- Motion to accept the review of the [Conflict of Interest policy](#) - Board is to confirm that the policy is still accurate; Barb Bain moves to confirm the policy has been reviewed and is still accurate, Michele Gutman seconds and all approve
- Informational Item: Committee Assignments (Administration suggests that committees be available for escalation and consultation):

Finance & Facilities	Dorice Tharp & Tammy Goda
Academic & Curriculum	Barb Bain & Arleen Wheat
Personnel, Student Services	Ellen Szczerba & Michele Gutman
Grants & Fundraising	Jon Duvall & Ellen Szczerba

**IX. Finance Committee Agenda Items:**

Monthly Financial Reports:

Monthly Financial Reports:

[Monthly Activity](#)

[Expense Report](#)

[Budget Vs. Actual](#) - recommendation to start transferring between accounts as growth is resulting in charges to accounts that were not anticipated when budget was drawn up. Overall, no issues with finances

[Cash Flow](#)

B. Monthly purchase review:

[Amazon orders](#)

[Visa Bill](#)

C. Approval to pay bills due through March

Board Action: Michele Gutman moves, Tammy seconds and all approve

**X. Fundraising/Grants Committee Agenda Items:**

- Foundation Update - Michele Gutman reports that the paperwork is in process to establish foundation
- Motion to approve the opportunity to seek the following grants
  - A. Next for Autism
  - B. Highmark
  - C. Dollar Bank Foundation
  - D. BNY Mellon Foundation - removing due to not being a good fit
  - E. Max and Victoria Dreyfus Foundation
  - F. PPCD Grant

Barb Bain moves, Michele Gutman seconds and all approve

**XI. Facilities Report**

- Motion to approve a [quote](#) to repair and install a badge system for interior doors through Sonitrol as quoted  
Barb Bain moves, Tammy Goda seconds and all approve

**XII. Public Comments on non-Agenda Items: none**

**XIII. Announcements:**

- Leap year dance planned for end of this month
- Preparations for Autism Awareness Month in April have started

**XIV. Next Meeting: March 19, 2024; 7:00 pm; Spectrum Charter School & Google Meet**

**XV. Motion to Adjourn:** Michele Gutman moves to adjourn at 7:50pm