

I. Call to order: 7:00pm

II. [Pledge of Allegiance](#)

III. Roll call:

Board: In Person: Michele Gutman, Dr. Jonathan Duvall Remote: Ellen Szczerba, Arleen Wheat , Virginia Weber, Tammy Goda, Dorice Tharp Absent: Barb Bain, Lisa Quigley
Administration: In Person: Dr. Matt Erickson and Darryl Yonkers (facilities contractor) ; Remote: Jacob Chapla

Approval to accept the [October 15, 2024](#) Board of Trustee Meeting Minutes as presented. The Board met in Executive Sessions on November 7, 2024 and November 19, 2024. Michele Gutman moves to accept, Tammy Goda seconds and all approved

IV. Public Comments on Agenda Items:

V. CEO/Principal Report:

- A. Highlights
 - 1. Holiday Season
 - 2. Upcoming Events
- B. Current Enrollment - 61 with new student starting today

VI. Personnel Committee Agenda Items:

- A. Motion to approve Lori Yurkovich for [Homebound Instruction](#)
 - a. Dorice Tharp moves, Michele Gutman seconds and all approve
- B. Motion to accept the resignation of Lori Mondock (School Counselor)
 - a. Interviews are in process to replace her
 - b. Michele Gutman moves, Tammy Goda seconds and all approve

VII. Academic Committee Agenda Items:

- A. Motion to approve the [Waterfront Learning Contract](#)
 - a. Dorice Tharp moves, Tammy Goda seconds and all approve

VIII. Policy Committee Agenda Items:

- A. Informational Item: Construction of the Comprehensive Planning Team
- B. Motion to approve revisions to the [Title IX Nondiscrimination Policy](#)
 - a. Michele Gutman moves, Dorice Tharp seconds and all approve
- C. Motion to approve revisions to the [Title IX Grievance Procedures](#)
 - a. Michele Gutman moves, Arleen Wheat seconds and all approve
- D. Motion to approve the [Public Participation in Board Meetings Policy](#)
 - a. Dr. Duvall moves, Tammy Goda seconds and all approve

IX. Committee Reports

- A. Finance/Facilities (Dorice/Tammy) - no additional report
- B. Academics/Curriculum (Arleen/Barb) - no report
- C. Personnel/Student Services (Michele/Ellen) - no additional report
- D. Grants/Fundraising (Jonathan/Ellen) - Board requests that CEO/Principal to contact prospects to assist with identification of grants and with writing grants

X. Finance Committee Agenda Items:

- A. AFR for 2023-2024 has been uploaded
- B. Switching cards from PNC to Dollar Bank, planning to redeem cash awards from PNC in December
- C. Monthly Financial Reports:
 - 1. [Statement of Activity](#)
 - 2. [Expense Report](#)
 - 3. [Budget Vs. Actual](#)
 - 4. [Cash Flow](#)
- B. Monthly purchase review:
 - 1. [Amazon orders](#)
 - 2. [Visa Bill](#)
- C. Approval to pay bills due through December
Board Action: Michele Gutman moves to approve, Tammy Goda seconds and all approve

XI. Fundraising/Grants Committee Agenda Items:

- A. Giving Tuesday Ideas - December 3, 2024; working on letters and emails to send; one of the students created a video to be posted on FB and website; adding a link on our site for donations; enrolled in GIVEBIG in Pittsburgh (no charge); please share across socials

XII. Facilities Report

- A. House Update - house repairs are complete excepting new cabinet installation in kitchen which is being investigated with quotes
- B. Payments for lunches are via Paypal who advised Dr. Erickson that the 2% fee should be covered by the recipient

XIII. Public Comments on non-Agenda Items: none

XIV. Announcements:

- A. Thanksgiving Planning - in process
- B. Toy Drive - led by Andrew Szczerba - Friday December 13 is due date for receipt of toys
- C. Annual meeting in December is the Board Reorganization Meeting and the Auditor also will present the Annual Financial Report and Audit

XV. Next Meeting: December 17, 2024; 7:00 pm; Spectrum Charter School & Google Meet

XVI. Motion to Adjourn: Tammy Goda moves to adjourn the meeting at 7:48pm