



**MINUTES OF  
BOARD OF TRUSTEES VOTING MEETING  
May 14, 2015, 6:30 PM**

**Regular Meeting**

**Eva Marie Swymelar, Board Vice President called the meeting to order at 6:30 PM.**

Chuck Crabb, Marilyn Thomas, Sarah Pilacik, Kathleen Drennan, Kristie Hawk, Gina Guarino Buli, Michelle Boyd, Kent Wenger, Mike Gahr, Eva Marie Swymelar, Carol Schaeffer, Diane Hope, Dan Rufo, Ginamarie Hoy, and Peggy LaGarde.

**Opening statements**

None.

**MINUTES**

Review & accept minutes from meeting from April 9, 2015 voting meeting.

***Peggy L. moved to approve, Mike seconded. 7 -eyes, 0-nays, all in favor. Motion carries.***

**COMMITTEES MEETING UPDATES**

**Finance Committee**

Kent W. presented information on:

**Budget Update:**

- total revenue growing at 5.75%, expense rate at 4%
- enrollment projected to 1047 (29 students added over 2014/2015)
- discussed the assumed percentage of increase on expenses.

**Preliminary budget approval vote:**

***Kent W. moved to approve, Mike seconded. 7 -eyes, 0-nays, all in favor. Motion carries.***

**Whitson's Culinary Group Introduction**

- Mark Sentis introduced himself as VP of Sales
- currently holds contract with Phoenixville School District.
- family owned business - 1979, currently operated by 8 siblings
- No high fructose corn syrup, healthy options.

***Chuck C. moved to conditionally approve the proposal pending the state's approval, Kent W. seconded. 7 -eyes, 0-nays, all in favor. Motion carries.***

**Development Committee**

Gina discussed the development report and upcoming fundraising events including Bids for Kids and Annual Golf Outing (June 4), Mud Bug Run, and grants applications and grant status.

**Curriculum Committee**

Chuck discussed the updates of the Spanish department as well as development of a Technology Mission statement and organization of a task force to develop. Gina discussed the development of the task force and to have a clear sense of ownership.

## **Building Committee**

Diane presented on the current status of construction and results of recent meetings with Reynolds.

- Lower school is near completion
- Upper School needs floors and ceilings
- Front entrance has mini schedule for completion

Diane presented a Request for Payment number 6 from Project Fund. Motion to accept Request for Payment number 6 from Project Fund, in the amount of \$1,036,249 for trade payables.

*Dan moved to approve, Mike seconded. 7-ayes, 0-nays, all in favor. Motion carries.*

Diane presented five (5) change orders. 2 Extensions of time. Change Order #22 for changes in roof decking in the amount of \$146,825.02. Change Order #23 for changes in water features in the amount of \$91,277.84. Change Order credit for changes in various credits in the amount of \$17,040.65. Totaling \$221,062.21.

*Martha moved to approve, Peggy seconded. 7-ayes, 0-nays, all in favor. Motion carries.*

Diane presented a proposed Site Work Settlement Agreement for approval.

*No vote needed*

## **Legislative Awareness Committee**

None.

## **HR Committee**

None.

## **CEO's Report**

Gina discussed enrollment numbers and other items relating to her reporting. Additionally, she provided an update on the SLC's and PSSA Testing.

Audit Response - corrections have been finalized.

- next step - RA agrees/disagrees with findings and Board supports correction decisions.

Gina discussed the current state of Safety/Security and the related policies.

- tabled until June 2015
- Priority 3 report - June 2015

## **Principals' reports**

Kristie and Michelle presented the Priority 2, Teaching & Learning Reports for the Lower and Upper Schools, respectively.

- Kristie presented information on discipline tracker for Lower School. Additionally, Attendance Waivers need to be presented.
- Michelle presented information on testing for upper school students, AP and Keystones. Requesting information on Board members who will be present at graduation. Michelle will be Keynote speaker.

## **Dean of Students Report**

None.

### **Business Manager's report**

Carol presented and discussed the Business Manager's Report.

*Martha moved to approve, Peggy seconded. 7-eyes, 0-nays, all in favor. Motion carries.*

Carol discussed PECO incentive that was applied for as well as PSERS plan presented. Board agreed that Carol should have signing power on contract for trust fund.

Martha requested a list of the top 20 funds that would/could be presented.

Carol presented a proposed Interstate Maintenance Agreement for approval.

*Vote postponed until questions are answered. Special meeting for vote will be called.*

### **OLD BUSINESS**

Eva S. presented the Record Retention Board Policy for the 3<sup>rd</sup> and final reading.

*Martha moved to approve, Peggy seconded. 7-eyes, 0-nays, all in favor. Motion carries.*

Franklin Commons Condo Association - Kent S. standing on association board, currently. May not need a second person on Association as of yet, but will likely need someone as more units gets sold.

### **NEW BUSINESS**

Gina informed board that bikes were purchased in the past and looking to sell them. Approximately 9 at around \$150.

### **PUBLIC COMMENT**

Sarah asked that board meetings continue in Room 7 rather than library.

Chuck commented that he recently went to a meeting with other Charter operators in Norristown.

Calendar committee will be convening shortly.

*Motion to adjourn meeting made by Martha, Mike seconded. 7-eyes, 0-nays, all in favor. Motion carries.*

**Eva S. adjourned the meeting at 8:01 PM.**