



Board of Trustees Meeting Minutes

September 20, 2018 6:30 PM

Upper School Library

Attendees:

- Board: Mike Gahr, Janel Work, Monica Reynolds, Shawn Glick, Kent Wenger, Dan Rufo, Greg Scott
- School: David Cosme, Carol Schaeffer, Gina Buli, Michelle Boyd, Harold Smith, Christine Herman
- Public: Diane Hope, Erica Hildreth, Christina Yarborough

Meeting:

- 1. Call to order, attendance noted,**
 - a. K. Wenger called the meeting to order at 6:40PM
- 2. Opening statements – Kent Wenger –**
 - a. None
- 3. Review & accept minutes from August 16, 2018 Voting Meeting – VOTE**
 - a. S. Glick made a motion to accept the minutes and M. Reynolds seconded.
The motion passed
- 4. Review & accept minutes from August 23, 2018 Voting Meeting – VOTE**
 - a. S. Glick made a motion to accept the minutes and M. Reynolds seconded.
The motion passed
- 5. Academy Council Update - Student (if present)**
 - a. Jeremy Wenger presented information from activities being sponsored by Student Council and Student body/student groups – (student presented agenda pasted at bottom)
- 6. Committees Meeting updates – Committee Chairs**
 - a. Development Committee – Denise Kozuch-Harakal / Dan Rufo
 - Move meetings to Thursday prior to Board Meetings
 - Firming up templates for requesting of fundraising opportunities
 - Grant writing
 - b. Curriculum Committee – Dan Rufo
 - Principals working on action plans for Priority 2 areas for growth
 - Fine Arts standardization of assessments
 - LS Tech curriculum being sought out.
 - Looking to restructure the LS Fine Arts
 - c. HR Committee – Janel Work
 - Discussion at Executive session
 - d. Finance Committee – Shawn Glick
 - Certificate of Occupancy is contingent on a few more things but will be presented to Borough shortly.
 - Billings will go out the first week of October.

- APEX Consulting – looking to receive assessment/report within 30-60 days.
 - Looking into Financial policies and amending/updating as needed
 - Preliminary financials have been sent to Auditor.
- e. Business Manager's Report – Carol – VOTE
- G. Scott made a motion to approve the business managers report and M. Reynolds seconded. The motion passed.
- f. Legislative Awareness Committee (ad-hoc)– Eva
- None
- g. Strategic Planning Meeting – Dan Rufo
- None

7. Administration Reports

- a. Lower School Principal Report - Christine
- Career Day for 3rd – 6th grade
 - New Caught Being Good tickets
 - PBIS Celebration on Thursday afternoon
 - Updating the PBIS Matrices for bus behaviors and invited the drivers into a breakfast.
 - Melissa Laurento and Christine are looking to implement a Kindness Week next week based on a program form a parent form the Sandy Hook area.
 - Clubs are going strong
 - Back to School night went well.
 - WATCH DOG Kick off -Tuesday
 - NEHS Induction - Wednesday
 - Kindergarten Open house - Thursday
 - CTC Community Outreach meeting attended
 - Hired a new Math Tutor for 3-6th grade.
- b. Upper School Principal Report – Michelle
- College Fair going on currently – going strong – over 50 Colleges and schools signed up
 - Celebratory Welcome Back assembly
 - HR teachers reviewed expectations and policies
 - Grade level meetings each month to discuss pertinent information and address any trends
 - Sept. 26 – All Honor Society groups will occur
 - SLC – October 4 and 5
 - SAT School day –
 - October 12 – Annual Spanish Festival
 - HS Spirit Week leading up to Homecoming – 20th
- c. Dean of Student's Report – Harold
- Wednesdays – Meeting with Teams – PBIS/RCD/Skyward training
 - Surprise Patrol – teachers and students based on PBIS points
 - Research on Vaping/Jeweling – FDA declared a teenage epidemic. School is working on some ways to detect usage.

d. CEO Report – Gina

- Report submitted
 1. Gina is continually updating and sharing staff Org Chart and offering to discuss on a team basis.
 2. Weekly “state of the union” update being sent to staff
 3. Open office hours for staff to drop in
 4. Trying to be involved in the community more often
 5. Participating in local Non-profit
 6. Charter Alliance
 7. Attending Activate Phoenixville meetings
 8. Senior Presentations – Friday, Sept 28 – 11:30 – 1:00

S. Glick made a motion to approve the policies presented and M. Reynolds seconded. The motion passed.

e. Accept updated staff roster by Business Manager – VOTE

- S. Glick made a motion to approve the updated staff roster and M. Gahr seconded. The motion passed.

8. Old Business

a. FCCA – Insurance Discussion

- Question was turned over to a broker to be discussed on who hold the Primary Insurance – Unit owners or FCCA
- M. Reynolds will draft an email requesting information for Carol to send.

b. Board Meetings opportunities in communities – Norristown, Springford, Pottsgrove, Pottstown

- Greg is looking into opportunities for places to house RA Board meetings
- Potential for open forum community discussion leading into Board Meetings and/or only doing informal roundtable discussions.

9. New Business

a. Nomination – second - and additional nominations should they exist

b. Officer Elections

- President – Kent Wenger – G. Scott nominated and M. Gahr seconded.
- Vice President – Eva Swymear - S. Glick nominated and J. Work seconded.
- Secretary – Dan Rufo – G. Scott nominated and M. Gahr seconded.
- Treasurer – Shawn Glick – J. Work nominated and K. Wenger seconded.

c. Committee

- Development Committee – Dan will be board liaison/Denise will be chair
- Curriculum Committee – Dan Rufo will continue
- HR Committee – Janel Work will continue
- Finance Committee – Shawn Glick will continue
- Strategic Planning Committee – Dan Rufo will continue

- Legislative Awareness Committee (ad-hoc) -
- d. Sports – Greg presented question about Heart screenings. School now does concussion screenings but not cardiac. Simon’s Fund will assist schools in education and potential grants.
- e. Greg is seeing more and more heroin addictions. Educating individuals on opportunities for pain killing after surgeries rather than utilizing opioids. Simply an awareness discussion to look for partnerships available.
- f. Gina there is a new mandate for board training. Greg will work with Gina to find information pertinent for fulfilling this obligation.

10. Public Comment

- a. Parents from NASD went to school district to request more buses
 - SD agreed to purchase used Propane powered buses.
 - Looking for clarification on seating requirements.
 - Overcrowding is still an issue.
 - Potential for an after school activities bus. SD is open to meeting with RA to looking into a grant for sharing the costs with NASD.
- b. Parents also willing to work with the school to consider working on minority, cultural, and diversity trainings.
- c. Student and Parent roundtables – requested notifications of those things occurring.

11. Adjournment – Meeting was adjourned at 8:50PM

12. Executive Session – HR Issue

Student Report: 9/20/18

Academy Council:

- Student Action
 - Powder Puff
 - Socktober
 - Pots for Parkinson’s
 - Student garden + memorial garden
- Spirit/PR
 - Spirit Week (Pep rally)
 - Locker decorations
 - Advertising for events
 - Fundraisers
 - Smoothie sales
 - Tye Dye socks during field day
- Events
 - Homecoming
 - Fall Fest
 - Dorney Haunt
 - Prom Fashion Show
 - Winter Dance 80’s
 - Movie Night
 - Spring Fling
- NHS:
 - Rose sale
 - Kiss the seniors goodbye sale/ fundraiser

- Restaurant fundraiser to benefit a charity of choice in the area.
 - Bark for life, fundraiser for the American cancer society
- Coexist:
 - Staff (K-12) Training on 09/28
 - Student-led Homebase Ally Trainings (Monthly in school)
 - Genderbread Trans-Ally Training (November TBD)
 - We also have tables at Fall Fest and Spring Fling and that day where we do relaxing events for AP students right before the test.
 - Day of Silence (April) =]
- Key Club:
 - Visit Nursing homes
 - Special Olympics assistance
- New Student Run Clubs
 - Minority Student Union -MSU is a club that is based on the qualities of empowerment, strength, and equality. We are a community that will be coming together and discussing personal and non-personal issues that are relevant to the clubs mission. Minority student union is also a judgement free zone and is a safe space for students to express themselves in a respectful manner.
 - Acappella group - The Acappella group is a new club that supports singers and vocal percussionists. After tryouts for the group are held, the goal will be to learn various pieces of music to eventually perform for the school at concerts.