

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**June 11th, 2019**

**Call to Order**

Heather Humienney called the meeting to order at 4:52 p.m. Present were Board Members, Tom Gillette, Dan DiLorenzo (via phone), Mike Wolverton (via phone) and Betty Zubrzycki. Also in attendance were Dr. Charles (Chief Executive Officer), Peter Hackney (Dean of Students), James Cella (Omnivest), Leigh Ann Bonk (Omnivest) and Keisha McMillan (Omnivest). Board members Ruth Demshick and Norm Shore were absent.

**PLEDGE of ALLEGIANCE**

**FINANCIALS**

Leigh Ann Bonk (Omnivest) and Keisha McMillan (Omnivest) presented the monthly financials report.

**MINUTES**

Motion A: *Move that the Board of Trustees approve the minutes from the previous Board of Trustees meetings held on **May 14<sup>th</sup>, 2019.***

Tom Gillette moved Motion A under minutes. This motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

**BUSINESS**

Motion A: *Move that the Board of Trustees approve the recurring bill pay list.*

Motion B: *Move that the Board of Trustees approve the following financial statements: account receivable aging summary, Wells Fargo check register, Fulton Bank check register, PLGIT check register, and cash balance report as provided by Omnivest in the financial packet provided on **June 6th, 2019.***

Motion C: *Move that all the bills on the accounts payable transmittal listing on **May 3<sup>rd</sup>, 2019, May 10<sup>th</sup>, 2019, May 17<sup>th</sup>, 2019, May 24th, 2019, May 31<sup>st</sup>, 2019** be approved for payment.*

Motion D: *Move that the board approve payment to Latsha, Davis & McKenna for invoice # 81318-120386 in the amount of \$292.50.*

Motion E: *Move that the board approve payment to Latsha, Davis & McKenna for invoice # 67302-120385 in the amount of \$930.50.*

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*Motion F: Move that the board approve payment to Latsha, Davis & McKenna for invoice # 46311-120384 in the amount of \$315.50.*

Tom Gillette moved Motions A through C under business. This was seconded by Betty Zubrzycki. The motions were approved with a 4-0 voice vote.

Tom Gillette moved Motions D through F under business pending the reconciliation of the invoices. This was seconded by Betty Zubrzycki. The motions were approved with a 4-0 voice vote.

## **CEO REPORT**

Ms. Rinaldo is happy to report that all 3 of the students who applied for Camp College this year were accepted into the program! Nick Castro, Sydney Bernhard, & Christina Hartnett Camp College is a program of PACAC, and students from all over the state will come for a 3-day/2-night residential program on the campus of Cabrini University. Students will learn about all aspects of the college search and application process, experience life in the residence halls, and have a lot of fun! Plus, they will get to spend some of their summer with Ms. Rinaldo as their camp mentor!!

The CSL prom went wonderfully! Pictures were sent out to all Board members and some were posted on our Facebook page. We had over 50 students attending. Ms. Niwinski out did herself this year with her artwork and imagination! It was a great event for all involved!

Prom King – Michael Are (12<sup>th</sup> grade)  
Prom Queen – Destiny Brophy (12<sup>th</sup> grade)  
Prom Prince – Nick Price (11<sup>th</sup> grade)  
Prom Princess – Julia Meshel (11<sup>th</sup> grade)

We had the senior breakfast at IHOP, always a senior favorite! Teenagers CAN EAT!! The students have a great time and it is fun for staff listening to the students reminisce about their time at CSL! This year Mr. Harris attended for the staff.

We now have 17 students signed up for post-secondary education.

- Destiny Brophy – Penn State Brandywine
- Allie Prinz – East Stroudsburg University
- Jackie Phillips – Penn State Abington
- Steffen Fleishmann – Lock Haven State University
- Keara Saturino – Hartwick College
- Shamirah Moore – Bucks County Community College
- Rhiannon Beer - Bucks County Community College
- Joey Wadsworth – Automotive Training Center

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- Katelyn Kolich - Bucks County Community College
- Ally Maiarito - Bucks County Community College
- Bobby Strack - Bucks County Community College
- Devin Lebowitz - Bucks County Community College
- Hannah Candy – Empire Beauty Schools
- Ethan Root – Harcum College
- Michael Are – Lebanon Valley College
- John Archer – National Guard
- Nick Sodano – National Guard

We have begun the Charter school Annual Report. We started on 6/4/19 and are pulling information together to complete the report. This will be due on August 1<sup>st</sup>.

We are also completing the requirements for the Division of Federal Programs, 2018-19 CSI School Improvement Grants. We have completed the CSI templet, and posted the templet on the CSL website. We will now wait the required 28 days and then we will upload the document to the E-Grants website.

We are also completing the School Safety & Security Coordinator Report on School's Current Safety and Security Practices, which we are presenting this evening in an Executive Session. The report focuses on information from Safe School Report (PDE PIMS Report that counts how many of each type of infractions occur), Safe2Say Something and the Tullytown Police Safety Assessment

## **NEW BUSINESS**

Motion A: (Added at meeting) *Move that the Board of Trustees approve the McKenna Snyder Letter of Engagement.*

Tom Gillette moved Motion A under new business. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

Motion B: (Added at meeting) *Move that the Board of Trustees accept the resignation of board member Norm Shore.*

Tom Gillette moved Motion B under new business. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

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**EXECUTIVE SESSION**

At 5:40 p.m. Tom Gillette moved to go into executive session. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote. Executive session was held from 5:40 p.m. – 7:10 p.m.

**PERSONNEL**

Motion A (added at meeting): *Move that the Board of Trustees approve a stipend for a senior events coordinator effective June 11<sup>th</sup>, 2019.*

Tom Gillette moved Motion A under personnel. The motion was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

**NEW BUSINESS**

Motion A: (Added at meeting) *Move that the Board of Trustees accept the proposal from Schiller and Hersch in the amount of \$13, 905 to provide the bid documents and construction administration for the upgrade of the security and fire alarm system.*

**ADJOURNMENT**

Tom Gillette moved to adjourn the meeting. This was seconded by Betty Zubrzycki. The motion was approved with a 4-0 voice vote.

The meeting was adjourned at 7:10 p.m