Minutes of the 10-22-20 REGULAR BOARD OF TRUSTEES MEETING

REGULAR BOARD MEETING – REMOTELY CONDUCTED 10-22-20
5.30 PM. Young Scholars of Central Pennsylvania

Present:
Board Members: Jaime Campbell, LeChelle Earl, Patreese Ingram, Melissa Landrau-Vega, Crescent Miller, Ashley Patterson, Kathleen Phillips
Staff: Erol Akmercan, Frank Ayata, Crystal Confer, Levent Kaya, Buris Yilmaz,

I. CALL TO ORDER

- **The YSCP Virtual meeting was called to order at 5:43pm.**

II. – PUBLIC COMMENT
No public comments

III. - ROUTINE APPROVALS

- **Jaime Campbell moved to accept the board minutes of the August 20, 2020 meeting as presented. Crescent 2nd the motion. The motion carried.**

IV. –OLD BUSINESS

- **YSCP Phased School Reopening Health and Safety Plan – see CEO Report**

V. -NEW BUSINESS

- **Teacher Input**
  Ashley Patterson shared a number of concerns received from teachers and parents regarding stress related to changes in school operation under the COVID crisis. These concerns have resulted in changes in morale for some employees. A discussion was held and the following steps were recommended: a sub-committee of the board be formed to develop a data collection survey providing employees the opportunity to share concerns and raise questions they would like to have addressed. A town hall meeting would be scheduled to address the concerns and questions received in the survey. This town hall would be led by the CEO. Ashley Patterson, Kathleen Phillips and Crescent Miller volunteered to serve on the sub-committee to consider these and other recommendations to address employee concerns and morale.

- **Application for Lease Reimbursement – see Business Manager Report**

- **Title IX Policy**
  Patreese Ingram moved to accept the Title IX Policy as presented. Kathleen Phillips 2nd the motion. The motion carried.

- **CIPA Compliant Policy (Internet Safety Policy)**
  Jamie Campbell moved to accept the CIPA policy as presented. Kathleen Phillips 2nd the motion. The motion carried.

VI. -CHARTER SCHOOL'S ADMINISTRATORS REPORTS

- **CEO-Principal Report**

Academics

- **Health and Safety Plan**
    - **3 COVID-19 Positive Tested**
        - **9.9.2020**
        - **10.2.2020**
        - **10.20.2020**
    - **Contact Traced and Quarantined Close Contact Staff and Students**
    - **Full Remote Education Model**
        - **9.8-9.11**
        - **9.14-9.18**
        - **9.21-9.25**

Level of Community Transmission in the County	Incidence Rate per 100,000 Residents (Most Recent 7 Days)	AND/OR	PCR Percent Positivity (Most Recent 7 Days)	Recommended Instructional Models
Low	<10	AND	<5%	Full in-person Model OR Blended Learning Model
Moderate	10 to <100	OR	5% to <10%	Blended Learning Model OR Full Remote Learning Model
Substantial	≥100	OR	≥10%	Full Remote Learning Model

Date	Incidence Rate (Most Recent 7 Days) per 100,000 residents	PCR Percent Positivity (most recent 7 days)	Level of Community Transmission
8.21.2020	11.1	1.20%	Moderate
8.28.2020	18.4	1.50%	Moderate
9.4.20	105	5.00%	Substantial
9.11.20	255.5	9.20%	Substantial
9.18.20	322.5	12.10%	Substantial
9.25.20	350.1	12.00%	Substantial
10.2.20	291.1	9.40%	Substantial

10.9.20	278.9	7.40%	Substantial
10.16.20	188	5.60%	Moderate

- PDE-DOH Calls to Centre County Schools
- New CDC Guidelines

- **Leave Types Due to COVID-19**
  - Quarantine – Working Remotely
  - Quarantine – FFCRA
  - Quarantine – Sick/Personal or Other Leave
- **New Board Member On-Boarding Meeting**

Compliance

- **Special Education Monitoring**
  - Completed in June, 2020
  - List of Corrective Action Items Shared by PDE
  - We will correct the Corrective Action Items until the end of July 2021
- **Title IX**
  - Training
  - Team
  - Policy
  - Website Posting
- **Reporting**
  - PIMS Reports

Report Name	Submission Date	Due Date
October Student Report 2020-2021	10/21/20	10/30/20
October Staff Report 2020-2021	10/22/20	10/30/20
Interscholastic Athletic Opportunities Survey Collection 2019-2020	10/16/20	10/30/20
Title I Report 2019-2020	9/23/20	10/30/20

- Quarterly Restraint Reporting
- Annual SHARRS Reporting
- Consolidated Application for 2020-21 Submitted
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Enrollment

- Enrollment

	Capacity		
	60	59	1
	60	60	0
	60	49	11

[redacted]	60	46	14
[redacted]	60	47	13
[redacted]	60	52	8
[redacted]	40	30	10
[redacted]	40	29	11
[redacted]	20	17	3
[redacted]	**460**	**389**	**71**

Personnel Report

- Retirements-Resignations
  - Corey Kane – Kindergarten Teacher – COVID Related Concerns – Other Employment
  - Lynn Wheeland - COVID Related Concerns – Other Employment
  - Sydney Cressman – Moved Out of Town

Human Resource Recommendations

- Leave of Absences
  - Katelyn Cline – August 17 – November 9
  - Malarie Hastings – December
  - Jhoselyn Contreras – Mid October – January 4, 2021
  - Katie Wincek – April 2021
  - Leslie Wiest –
  -
- Appointments

	Name	Duty	PT/FT	New Hire/Change of Positions	Pay Rate	Bargaining Unit Member
1	**Flor Albert**	Spanish LTS Teacher	FT	New Hire	STEP 1 Non-certified Master's Level Employee	Yes
2	**Wendy Seles Shelton**	Kindergarten Teacher	FT	New Hire	STEP 5 Master's Level Employee	Yes
3	**Justine Pope**	Paraprofessional	FT	New Hire	Year 1 Educational Support Staff	Yes

- Elimination of Positions
  - Literacy Data Coach
- Extra Pay/Extra Duty
  - None additional
- Need

- Paraprofessionals
- Reading Specialist
- Substitute Teachers

- Executive Meeting Items
  - None

- **PYP Assistant Principal Report**
  Crystal Confer reported that teacher classroom observations have begun and that teachers are doing a great job. A parade of costumes is planned. Crystal was recognized by Levent Kaya for the extra work she has done to make sure homework materials are ready for pick up by parents. This has helped to ease the load for teachers.

- **MYP Assistant Principal Report**
  Buris Yilmaz reported that teacher observations are taking place as a part of the evaluation process. In-class assessments are also taking place.

- **Business Manager Report**
  <u>Frank Ayata presented the profit and loss report, balance sheets and bank statements</u>.
  A snapshot of the financial position includes the following for July 2020 – September 2020:

Enrollment 389	
Total Revenue	**$446,801**
District Account Receivable	**$745,422**
Total Expenses	**$1,366,384**
Fund Balance	**($174,161)**

<u>Charter School Lease Reimbursement Program</u>
Crescent Miller moved to approve the Charter School Lease Reimbursement Program. Jaime Campbell 2nd the motion. The motion unanimously carried.

Gross annual Lease 2019-2020 costs	**$778,515**
Estimate for 2020-2021	**$638,293**

The audit process has started.

<u>Facility Update</u>
The permit for two rooms on the 2nd floor has been approved.
Expansion plan – 4 sites are being considered; one site is in the Nittany Mall
A progress report will be presented to the board in the December or January/February meeting.

VII- FUTURE AGENDA PLANNING

- **Discussion of 3 year plan for non-union Staff Salaries.**
- **2020 Spring Board sub-committee for CEO Evaluation next year**

X- ADJOURNMENT

The meeting adjourned at 8:07pm