



**Board of Trustees  
Minutes of Meeting  
February 7, 2019**

A meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, February 7, 2019 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township. Board members Dave Blazejewski, Nicky Pachucki, Stacey Scullion, Brandy Lewis and Peter Austin were present. Board members Kim Popple, Wendy Lutchko and Sue Barry were absent. Also in attendance were Jim Smith, Bridget Deeble, Kristen Young, Tammy Miller and Kim Stevens.

Dave Blazejewski called the meeting to order at 6:03 p.m. Brandy Lewis led the group in the Pledge of Allegiance. Jim Smith conducted a roll call of the Board. Dave Blazejewski opened the meeting to public comment relating to agenda items. There was no public comment.

Nicky Pachucki made a motion to approve the minutes of the January 3, 2019 Board of Trustees meeting, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Tammy Miller presented the financial statements and expenditures for the period ending December 31, 2018. Stacey Scullion made a motion to approve expenditures and financial statements for the period ending December 31, 2018 as presented, which was seconded by Brandy Lewis. Dave Blazejewski abstained from approving payroll expenditures relating to the seasonal employment of Daniel Blazejewski. Nicky Pachucki abstained from approving payroll expenditures relating to the employment of Joanna Colleran. Stacey Scullion abstained from approving payroll expenditures relating to the employment of Jennifer Smith. With the exception of the individual abstentions, the motion was approved by majority roll-call vote of the Board members present.

Jim Smith provided the Board with an update on a recent meeting with the Executive Director of Wyoming Valley Children's Association.

Stacey Scullion made a motion to approve the Professional Services Agreement for Speech Therapy Services with Wyoming Valley Children's Association for the upcoming 2019-2020 school year at a rate of \$90.00 per hour, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve the Professional Services Agreement for Occupational Therapy Services with Wyoming Valley Children's Association for the upcoming 2019-2020 school year at a rate of \$110.00 per hour, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the Professional Services Agreement for Physical Therapy Services with Wyoming Valley Children's Association for the upcoming 2019-2020 school year at a rate of \$110.00 per hour, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion approving the hiring of Mary Pierandozzi as part-time Housekeeper at the hourly rate of \$10.00, with a schedule not to exceed 20 hours per week, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion approving the hiring of Kristy Hummel as part-time Cafeteria Aide at the hourly rate of \$10.00, with a schedule not to exceed 20 hours per week while school is in session, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a conference request from Dan Steber to attend the Pennsylvania Educational Technology Expo and Conference in Hershey, Pennsylvania from February 10, 2019 through February 13, 2019 at a cost not to exceed \$800.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a conference request from Tammy Miller and Michelle Sminkey to attend the 2019 Skyward Keystone State User Group Conference in Hershey, Pennsylvania on April 16, 2019 and April 17, 2019 at a cost not to exceed \$600.00. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to ratify the approval of a conference request from Jillian Seeley to attend the seminar Behavioral Health in Modern Education at LIU #18 in Kingston, Pennsylvania on January 18, 2019 at no cost to the school, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to ratify the approve a conference request from Allison Barnes to attend the seminar STEM 101 at LIU #18 on February 6, 2019 at a cost not to exceed \$25.00.

Brandy Lewis made a motion to approve a conference request from Renee Andrews to attend LETRS Module 7 training at LIU #18 on March 19, 2019 at a cost not to exceed \$40.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a conference request from Bridget Deeble and Jillian Seeley to attend the Special Education Law Symposium at Lehigh University on June 24, 2019 and June 26, 2019 at a cost not to exceed \$1,400.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a conference request from Bridget Deeble to attend the Special Education Law Conference on Emerging Issues and Balanced Answers at Lehigh University on May 10, 2019 at a cost not to exceed \$300.00. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Kristen Young provided the Board with an overview of the proposed 2019-2020 academic calendar. Nicky Pachucki made a motion to approve the 2019-2020 academic calendar as presented, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Tammy Miller and Jim Smith presented the Board with Budget Revision 1 for 2018-2019. Peter Austin made a motion to approve the budget revision as presented, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Jim Smith updated the Board on the recent e-Rate bid process for high speed internet access, including the rating criteria the school applies to bids each year. Based on the rating criteria, the School will continue to utilize the services of Frontier Communications for the 2019-2020 school year. Brandy Lewis made a motion to approve a one-year agreement with Frontier Communications for 200 Mbps of data beginning July 1, 2019 through June 30, 2020 for a rate of \$1,375.00 per month. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Tammy Miller provided the Board with an update on her attempts to get financial records from the Wilkes-Barre Area School District Business Manager, which she would like to review before meeting with him to discuss the 2018-2019 PDE-363 tuition calculation. To date, her request has gone unanswered. Tammy submitted a second request today.

Kristen Young provided the Board with an update on the teacher observation process, as well as professional development planning for the upcoming school year. Kristen also informed the Board that we are scheduled for a Federal Programs Monitoring Visit sometime this Spring.

Kim Stevens provided the Board with an update on school activities, student discipline, as well as field trips. She also updated the Board on the Safe2Say Something tip line, and meetings she and Jim Smith will have with students in the coming few weeks.

Bridget Deeble provided the Board with an updated student count, an overview of compliance, and provided the Board with feedback she received from the Educational Paraprofessionals during a recent meeting.

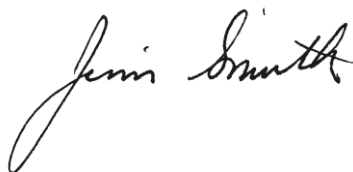
Jim Smith provided the Board with an update on the pavilion project, emergency preparedness planning, the potential litigation regarding the sale of a modular classroom, campus improvement projects at school, clean-up at the old school, and the school admission process.

Dave Blazejewski opened the meeting to general public comment. There was no public comment.

Peter Austin made a motion to adjourn the public meeting, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

The meeting adjourned at 8:10 p.m.

Respectfully,

A handwritten signature in black ink that reads "Jim Smith". The signature is written in a cursive style with a large, looping initial "J".

Jim Smith  
Board Secretary

**Trustees are asked to complete and return their 2018 Statement of Financial Interest Forms (Ethics Forms) as soon as possible.**

The next meeting of the Bear Creek Community Charter School Board of Trustees is scheduled for **Monday, February 18, 2019.**