



**Board of Trustees
Minutes of Meeting
November 2, 2017**

A meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, November 2, 2017 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township. Board members Dave Blazejewski, Sue Barry, Wendy Lutchko, Nicky Pachucki, Brandy Lewis and Stacey Scullion were present. Board members Kim Popple and Peter Austin were absent. Also in attendance was Jim Smith, Tammy Miller, Kristen Young, Bridget Deeble and Kim Stevens.

Dave Blazejewski called the meeting to order at 6:07 p.m. Nicky Pachucki 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.

Jim Smith provided the Board minutes of the October 2, 2017 Board of Trustees meeting. Stacey Scullion made a motion to approve the meeting minutes, which was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Sue Barry made a motion to approve the placement of student #10394 at the Luzerne Intermediate Unit Alternative Learning Center for a 45 day unilateral placement at a cost of \$136.00 per day and transportation of \$90.00 per day. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve the appointment of Jessica Crawford as Girls' Basketball Coach along with a stipend of \$1,500 for the season, 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 Tuition Assistance Request from Jillian Cienciva for the course Digital Media in the Classroom at Wilkes University for the Fall #2 2017 semester at a cost not to exceed \$1,481.00. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request for Jessica Darraugh, Matthew Ide, Kristen Young and Steve Zapoticky to attend Safety Care Training at Luzerne Intermediate Unit 18 at a cost not to exceed \$750.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Conference Request for Vanessa Harry to attend the LETRS Module 1 training on January 11, 2017 at Luzerne Intermediate Unit 18 at a cost not to exceed \$186.95. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Conference Request for Larissa Soroka to attend the LETRS Module 2 training on January 11, 2018 at Luzerne Intermediate Unit 18 at a cost not to exceed \$223.90. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request for Susan Stoddard to attend the LETRS Module 1 training on November 1, 2017 at Luzerne Intermediate Unit 18 at a cost not to exceed \$223.90. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to ratify the approval of a Conference Request for Mary Kasper to attend the workshop Strategies and Structures for Teaching Reading and Writing sponsored by Heinemann on October 26, 2017 in Philadelphia at a cost not to exceed \$518.84. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request from Tammy Miller and Jim Smith to attend the Pennsylvania Association of School Business Officials Annual Conference from March 7, 2018 through March 9, 2018 in Hershey, Pennsylvania at a cost not to exceed \$1,308.00. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Field Trip Request from Vanessa Harry and Joanie Richie for a combined kindergarten field trip to the Crayola Experience in Easton, Pennsylvania on May 9, 2018 at a cost not to exceed \$1,220.00. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Tammy Miller presented expenditures for month ending August 31, 2017 and financial statements and expenditures for month ending September 30, 2017. Sue Barry made a motion to approve the expenditures for month ending August 31, 2017 as presented, which was seconded by Brandy Lewis. Stacey Scullion abstained from approving payroll expenditures relating to the employment of Jennifer Smith. Nicky Pachucki abstained from approving payroll expenditures relating to the employment of Joanna Colleran. Sue Barry abstained from approving any expenditures relating to Wyoming Valley Children's Association. With the exception of the individual abstentions, the motion was approved by majority roll-call vote of the Board members present.

Stacey Scullion made a motion to approve the financial statements and expenditures for month ending September 30, 2017 as presented, which was seconded by Brandy Lewis. Stacey Scullion abstained from approving payroll expenditures relating to the employment of Jennifer Smith. Nicky Pachucki abstained from approving payroll expenditures relating to the employment of Joanna Colleran. Sue Barry abstained from approving any expenditures relating to Wyoming Valley Children's Association. With the exception of the individual abstentions, the motion was approved by majority roll-call vote of the Board members present.

Tammy Miller and Jim Smith presented the Board with revisions to the original Board-approved budget for 2017-2018. Wendy Lutchko made a motion to approve the budget revisions as presented, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis provided the Board with an update on the charter school advocacy training she participated in sponsored by the Pennsylvania Coalition of Public Charter Schools.

Jim Smith engaged the Board in a conversation about upcoming facility improvements as previously discussed. The Board agreed to utilize the same design professionals as in the past. The project will include soccer field upgrades, netting, pavilion, restrooms, storage, concessions, seating, sidewalks, a playground, trail system, larger storm water pond potentially some field lighting. The Board understands that this project will be funded through the School's capital reserve. The Board also agreed to move forward with design and programming for two additional classrooms above second grade.

Dave Blazejewski engaged the Board in a conversation about considering an advanced academic track for select students in the upper grades, based on academic performance and student and parent interest. This new program can be incorporated as part of the plan to reduce overall class-sizes. The Board agrees there are many logistics to consider, and this will be an ongoing conversation and a 5-10 year strategy.

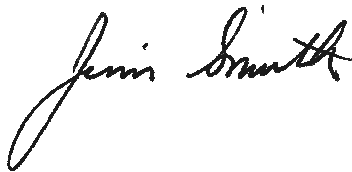
Kim Stevens provide the Board with updates on upcoming school activities along with some behavior issues that are being addressed. Kristen Young updated the Board on upcoming professional development, the classroom observation and the curriculum mapping process. Bridget Deeble updated the Board on the upcoming Pennsylvania Department, Bureau of Special Education Monitoring Process that has begun and will culminate with a site visit in the Spring.

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

Brandy Lewis made a motion to adjourn the public meeting, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

The meeting adjourned at 8:43 p.m.

Respectfully,

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

Jim Smith
Board Secretary

The next meeting of the Bear Creek Community Charter School Board of Trustees is **Monday, November 20, 2017.**