



**Board of Trustees  
Minutes of Meeting  
April 16, 2018**

A meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, April 16, 2018 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township. Board members Peter Austin, Sue Barry, Wendy Lutchko, Brandy Lewis, Nicky Pachucki, Dave Blazejewski and Stacey Scullion were present. Board member Kim Popple was absent. Also in attendance were Jim Smith, Tammy Miller, Kristen Young, Kim Stevens, Bridget Deeble and Scott Sherwood.

Dave Blazejewski called the meeting to order at 6:05 p.m. Stacey Scullion 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 March 19, 2018 Board of Trustees meeting. Brandy Lewis 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.

Tammy Miller presented the Board with expenditures and financial statements for period ending March 31, 2018. A motion was made by Peter Austin to approve the expenditures and financial statements for period ending March 31, 2018 as presented, which was seconded by Wendy Lutchko. 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. 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 reviewed the preliminary 2018-2018 school budget with the Board, and the school administrators and Trustees engaged in a discussion regarding the various budget highlights. A revised budget will be presented at the next Board of Trustees meeting.

Peter Austin made a motion to approve the purchase and implementation of the Houghton Mifflin Harcourt Journeys program for English Language Arts in kindergarten through fifth grade at a cost not to exceed \$46,696.20 for the period beginning July 1, 2018 and ending June 30, 2024. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the Provision of Related Services Policy as presented, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Sue Barry made a motion to approve the Parent/Family Engagement Policy as presented, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the purchase and implementation of the ALICE violent intruder response program at a cost not to exceed \$2,000 per fiscal year. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the purchase and implementation of the Raptor visitor management and emergency preparedness software at a cost of \$2,325, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request from Jillian Seeley to attend the National Association of School Psychologist School Safety and Crisis Preparedness Training on July 9, July 10, and July 11, 2018 in Atlantic City, New Jersey at a cost not to exceed \$1,374.00. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Tuition Assistance request from Rachel Scarano for the course Emergent Literacy at Wilkes University for the Summer 2018 session at a cost not to exceed \$1,470.00, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Tuition Assistance request from Matthew Ide for the course Globalization and Advocacy at Wilkes University for the Summer II 2018 session at a cost not to exceed \$1,481.00, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Tuition Assistance request from Stephen Zapoticky for the course Issues, Laws and Trends in Education at Wilkes University for the Summer 2018 session at a cost not to exceed \$1470.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a Tuition Assistance request from Jillian Cienciva for the course Internet Tools for Teaching at Wilkes University for the Summer Session I 2018 at a cost not to exceed \$1,481.00, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a Tuition Assistance request from Jillian Cienciva for the course Inquiry Based Learning at Wilkes University for the Summer Session II 2018 at a cost not to exceed \$1,481.00, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Kim Stevens provided the Board with an update on upcoming field trips, the impact of discipline and attendance on field trip participation, and other end-of-year activities.

Kristen Young provided the Board with an update on the HMH Journey's selection and implementation process, as well as the ongoing classroom observation process.

Bridget Deeble provided the Board with highlights of the recent Special Education Compliance Monitoring Review. The Board of Trustees expressed appreciation for Bridget's efforts and offered congratulations to the Learning Support Team for a job well done.

Scott Sherwood provided the Board with an update relating to the ongoing discussion to enclose the wastewater treatment plant, as well as upcoming summer facilities projects.

Jim Smith provided the board with an update on a number of budget-related conversations, school policy revisions, truancy, future capital projects, charter reauthorization, and charter school reform. The 2018 Parent Satisfaction Survey process will begin later this week.

Dave Blazejewski and Brandy Lewis updated the Board on the meeting with state legislators and their representatives that was held last week at the School. The Board expressed gratitude to Senator John Yudichak and Representative Michael Carroll for taking the time to participate, and to Senator Lisa Baker for sending a representative to participate.

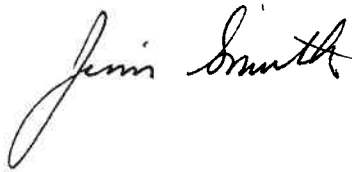
The Board adjourned to Executive Session at 7:50 p.m. to discuss personnel issues. The regular meeting resumed at 8:05 p.m.

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

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

The meeting adjourned at 8:06 p.m.

Respectfully,

A handwritten signature in cursive script that reads "Jim Smith". The signature is written in black ink and is positioned above the printed name and title.

Jim Smith  
Board Secretary

The next meeting of the Bear Creek Community Charter School Board of Trustees is **Thursday, May 3, 2018.**