



**Board of Trustees  
Minutes of Meeting  
March 4, 2021**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, March 4, 2021 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, Pennsylvania.

Board members Sue Barry, Brandy Lewis, Stacey Scullion, Nicky Pachucki, Wendy Lutchko and Peter Austin participated. Board members Kim Popple and Dave Blazejewski were absent. Also participating were Jim Smith, Kim Stevens, Kristen Young, Bridget Deeble, Lorie Mikielski and Sadie Guthrie-Kretsch.

Wendy Lutchko called the meeting to order at 6:07 p.m. Wendy Lutchko led the group in the Pledge of Allegiance. Jim Smith conducted a roll call of the Board. Wendy Lutchko opened the meeting to public comment relating to agenda items. There was no public comment relating to agenda items

Brandy Lewis made a motion to approve the minutes of the February 4, 2021 Board of Trustees meeting as presented, which were seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Jim Smith presented the financial statements and expenditures for period ending January 31, 2020. Stacy Scullion made a motion to approve the financial statements and expenditures as presented, which was seconded by Wendy Lutchko. All Board members present voted in favor of the motion with the exception of Stacey Scullion, who abstained from voting on expenses associated with the employment of Jennifer Smith and Wendy Lutchko, who abstained from voting on expenses associated with the employment of Hope Wanek. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request from Jillian Seeley, School Psychologist, to attend the 2021 Special Education Law Symposium at Lehigh University on June 22, June 23 and June 25, 2021 at a cost not to exceed \$735.00. 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 ratify the approval a Conference Request from Megan Walsh, Kelsey Wolsieffer and Carly Falcone to attend the seminar Making a Difference: Educational Practices That Work! On March 3 and March 4, 2021 sponsored by the Pennsylvania Department of Education, at a cost not to exceed \$600.00. 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 approve the Certifications and Assurances for the Pennsylvania Charter Schools Program Grant, Expanding Opportunities Through Quality Charter School Programs, 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 the addition of Stephanie Thorpe to the Approved Substitute List at a daily rate of \$125 for the first five worked and \$150 per day for each day worked thereafter during the 2020-2021 school year. 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 a proposal from Murphy Dougherty & Company to complete the School's annual independent audit for year ending June 30, 2021 and year ending June 30, 2022, along with a required single audit. The motion was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

The Board agreed to hold over the Board training relating to the Ethics law until the April Board of Trustees meeting.

Sue Barry made a motion to increase the starting wage for the position of Part Time Housekeeper from \$10.00 per hour to \$12.00 per hour, effective immediately. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Sue Barry made a motion to increase the hourly wage of each of the three current Part-Time Housekeepers (Debra Pizano, Lynn Corcoran and Nicole Newscombe) by \$2.00 per hour effective March 16, 2021. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Kristen Young, Lorie Mikielski and Sadie Guthrie-Kretsch provided the Board with an overview of the evaluation process three different K-8 Science programs, and informed the Board they were recommending the program "Elevate" from the publisher Savvas. They provided the Board with an explanation of the key features and benefits of this program using a PowerPoint presentation and handout. Kristen Young is working on formalizing a quote for a four-year implementation cycle, which she will present to the Board at a future meeting. The Trustees thanked Kristen, Lorie, Sadie and all the teachers who participated in the evaluation process for their efforts, and thanked Lorie and Sadie for attending the Board meeting.

Kristen Young provided the Board with an update on the hybrid learning process and the student enrollment process. Jim Smith provided the Board with a summary of enrollment statistics.

Kim Stevens provided the Board with an update on student attendance and participation in remote learning, along with an update on student activities for the remainder of the current school year and student discipline issues.

Bridget Deeble provided the Board with an update on IDEA compliance, including the current number of students with individual education programs.

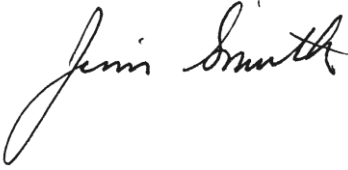
Jim Smith provided the Board with updates relating to the various aspects of the School's strategic plan, the Governor's proposal to cut charter school funding, campus improvement projects, and the Commonwealth's announcement about prioritizing COVID-19 vaccinations for teachers and school staff.

Wendy Lutchko opened the meeting to general public comment. There was no public comment.

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

The meeting adjourned at 8:03 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

The Board of Trustees meeting for Monday, March 15, 2021 has been cancelled. Trustees are asked to attend the meeting of the Bear Creek Township Planning Commission on Monday, March 15, 2021 beginning at 6:30 p.m. at the Bear Creek Township Municipal Building.

Trustees are also asked to attend the Monday, April 5, 2021 meeting of the Bea Creek Township Board of Supervisors, which begins at 6:00 p.m. at the Bear Creek Township Municipal Building.

The next meeting of the Board of Trustees will be held on **Thursday, April 8, 2021. The meeting will be held in person** at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702. The general public is invited to participate. The meeting will include a presentation of Budget Revision #2 for the 2020-2021 fiscal year as well as a budget presentation for the 2021-2022 school year.