



**Board of Trustees  
Minutes of Meeting  
May 6, 2021**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, May 6, 2021 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, Pennsylvania.

Board members Sue Barry, Brandy Lewis, Nicky Pachucki, Peter Austin and Wendy Lutchko participated. Board members Kim Popple and Dave Blazejewski were absent. Also participating were Jim Smith, Kim Stevens, Kristen Young, Bridget Deeble and Tammy Miller. Trisha Tabron, a parent of a new kindergarten student starting school in August, also attended.

Wendy Lutchko called the meeting to order at 6:30 p.m. Peter Austin 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.

Peter Austin made a motion to approve the minutes of the April 8, 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.

Tammy Miller presented the financial statements and expenditures for period ending March 31, 2021. Peter Austin 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 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.

Brandy Lewis made a motion to approve an agreement with Edgenuity for Bear Creek Community Charter School students to complete online credit recovery courses (nine weeks) during the summer of 2021 at a cost of \$150.00 per student. 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 Larissa Soroka for the course ELL Adaptations at Kings College during the Summer 2021 session at a cost not to exceed \$1,600.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a tuition assistance request from Stephen Ruch for the course Differentiated Instruction in Math Education at Indiana University of Pennsylvania during the Summer 2021 session at a cost not to exceed \$1,600.00. 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 approve a tuition assistance request from Taylor Burak for the course Cognition, at Wilkes University for the Summer 2021 session at a cost not to exceed \$1,600.00. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a three-year agreement with Direct Energy for the generation of electricity, beginning May 2021 at a rate of \$0.06364 per kilowatt hour. The motion 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 termination of Solomon Container Service for month-to-month collection and disposal of garbage and recycling, effective April 16, 2021, which 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 one-year agreement with Waste Management of Pennsylvania for weekly trash & recycling collection and disposal at a cost not to exceed \$1,500.00 per month, which was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Kristen Young provided the Board with an overview of proposed enhancements to the PowerSchool application, to make our enrollment process more efficient and streamline other aspects of data collection with parents, by purchasing and implementing to add-ons to the PowerSchool application.

Peter Austin made a motion to approve an agreement with PowerSchool for the implementation of PowerSchool Enrollment Express and PowerSchool Ecollect Forms at a cost not to exceed \$8,240.00, which was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve an agreement with PowerSchool for PowerSchool Enrollment Express software and PowerSchool Ecollect Forms software at a cost not to exceed \$3,500.00 for the upcoming 2021-2022 school year and \$5,000.00 for each school year thereafter. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made the motion to accept the resignation of Melissa Boub as Educational Paraprofessional effective April 30, 2021, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present. Jim Smith thanked Missy for her dedicated service to the school and our students, and wished her the best in her new endeavor.

Kristen Young provided the Board with a summary of the proposed personnel changes for the upcoming 2021-2022 school year.

Nicky Pachucki made a motion to approve the transfer of Sarah Plaviak from Educational Paraprofessional to Temporary Kindergarten Teacher for the 2021-2022 school year at a salary of \$36,000 plus benefits available to temporary full-time staff. 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 transfer of Lorie Mikielski from Fourth Grade Teacher to First Grade Teacher at no change in salary or benefits, which 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 transfer of Kelly Zeigler from Temporary Second Grade Teacher to Fourth Grade Teacher with no change in salary and benefits available to permanent full-time staff, 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 the transfer of Christine Kane from part-time Educational Paraprofessional to full-time Educational Paraprofessional with no change in salary; with the addition of benefits available to full-time staff, effective August 23, 2021. 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 hiring of Larissa Stucker as full-time Learning Support Teacher effective August 23, 2021, at an annual salary of \$36,000 plus all benefits afforded to a permanent, full-time ten-month professional teaching position. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to appoint William Barnes as Head Soccer Coach for the Summer/Fall 2021 Season along with a stipend of \$1,750.00, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to appoint Stephen Ruch as Assistant Soccer Coach for the Summer/Fall 2021 Season along with a stipend of \$1,250.00, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve the 2021-2022 Board of Trustees Calendar for the upcoming school year, 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 Facility Use Procedures and Rental Agreement for the Bear Creek Community Charter School Pavilion, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Approve of the revised Staff Handbook for the upcoming 2021-2022 school year and the revised Student/Parent Handbook for the upcoming 2021-2022 school year, will be held over for the next Board of Trustees meeting.

Nicky Pachucki made a motion to approve a Memorandum of Understanding with the Tim Tebow Foundation to provide daily meals (lunch) for participants in a six-week summer camp during July and August 2021 at a cost of \$6.00 per meal. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Sue Barry made a motion to approve the revised Discretionary Bonus Plan for Full Time Professional Staff for the current 2020-2021 school year. The change was prompted by the COVID-19 pandemic and the impact it had on the scheduling and mandatory participation in the PSSA. Peter Austin seconded the motion, which was approved by unanimous roll-call vote of the Board members present.

Jim Smith requested that the Board of Trustee approve an increase in the starting rate for temporary/summer employees from \$10.00 per hour to \$11.00. Sue Barry made the motion to approve the starting rate for temporary/summer employees at \$11.00 per hour effective immediately, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young and Tammy Miller provided the Board members present with operational updates.

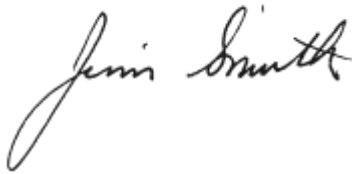
Jim Smith reminded Board members that Statement of Financial Interest Forms for the 2020 school year were due by May 1, 2021.

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

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

The meeting adjourned at 8:01 p.m.

Respectfully,

A handwritten signature in black ink that reads "Jim Smith". The signature is written in a cursive, flowing style.

Jim Smith  
Board Secretary

The next meeting of the Board of Trustees will be held on **Monday, April 17, 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.

Reminder: 8<sup>th</sup> Grade Graduation will be held on Friday, June 11<sup>th</sup> at 6:00 p.m. at the Pavilion/Soccer Field. Trustees are requested to attend.