



**Board of Trustees
Minutes of Meeting
August 5, 2021**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, August 5, 2021 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, Pennsylvania.

Board members Peter Austin, Brandy Lewis, Sue Barry, Kim Popple and LynnMarie Shedlock participated in person. Board member Dave Blazejewski participated by electronic conference call. Wendy Lutchko, Nicky Pachucki and Stacey Scullion were absent. Also participating were Jim Smith and Kristen Young (electronic conference call) and Bridget Deeble and Tammy Miller (in person). Janet Castrignano and Stephanie Thorpe attended the beginning of the meeting.

Dave Blazejewski called the meeting to order at 6:06 p.m. Kim Popple 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 relating to agenda items.

Bridget Deeble introduced Stephanie Thorpe and Janet Castrignano and asked that they share her background with the Board. After hearing from the two candidates, Bridget provided the Board with an overview of the multi-step hiring process.

Kim Popple made a motion to approve the hiring of Stephanie Thorpe as temporary, full-time Learning Support Teacher, effective August 23, 2021 at an annual salary of \$36,000 plus benefits. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members participating.

Peter Austin made a motion to approve the hiring of Janet Castrignano as full-time Learning Support Teacher, effective August 23, 2021 at an annual salary of \$36,000 plus benefits. The motion was seconded by Kim Popple and approved by unanimous roll-call vote of the Board members participating.

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

Peter Austin made a motion to approve the minutes of the June 3, 2021 Board of Trustees meeting minutes, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members participating.

Brandy Lewis made a motion to approve the minutes of the July 19, 2021 Board of Trustees meeting minutes, which was seconded by Kim Popple and approved by unanimous roll-call vote of the Board members participating.

Tammy Miller presented the financial statements and expenditures for period ending June 30, 2021. Peter Austin made a motion to approve the financial statements and expenditures as presented, which was seconded by Kim Popple, and approved by unanimous roll-call vote of the Board members participating.

Peter Austin made a motion to accept the resignation of Kelsey Wolsieffer as full-time Learning Support Teacher, effective July 20, 2021. The motion was seconded by Kim Popple and approved by unanimous roll-call vote of the Board members participating.

Brandy Lewis made a motion to accept the resignation of Joseph Tavaglione as full-time Maintenance Technician, effective August 6, 2021. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll call vote of the Board members participating.

Kim Popple made a motion to accept the resignation of Linda Koval as part-time Housekeeper, effective August 2, 2021. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members participating.

Brandy Lewis made a motion to accept the resignation of Beth Connor as Music Teacher, effective August 3, 2021. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members participating.

Kim Popple made a motion to approve the hiring Kandyss Sutphen as full-time Intermediate Level Math Teacher, effective August 23, 2021 at an annual salary of \$36,000 plus benefits. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members participating.

Brandy Lewis made a motion to approve the hiring of Allison Pachucki as part-time Evening Housekeeper at a rate of \$12.00 per hour for up to 20 hours per week, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members participating.

Jim Smith presented the Board with a copy of the job description for the position of Roundsman in the Food Service Department. This will be a full-time, twelve-month position. Peter Austin made a motion to approve the creation and job description for Full Time Food Service Roundsman, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members participating.

Kim Popple made a motion to approve a one-year agreement for the 2021-2022 school year with Wyoming Valley Children's Association for the provision of Occupational Therapy Services at a rate of 110.00 per hour, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members participating. Jim Smith informed the Board that there was no increase in rates for either Occupational or Physical Therapy from the prior school year.

Peter Austin made a motion to approve a one-year agreement for the 2021-2022 school year with Wyoming Valley Children's Association for the provision of Physical Therapy Services at a rate of \$113.00 per hour, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members participating.

Jim Smith presented the Board with revised rates for pavilion rentals as part of the Pavilion Facilities use Procedures. Peter Austin made a motion to approve the revised Pavilion Facilities Use Procedures as presented, which was seconded by LynnMarie Shedlock. The motion was approved by unanimous roll-call vote of the Board members participating.

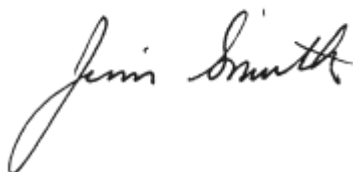
Dave Blazjewski opened the meeting to general public comment. There was no public comment.

Dave Blazejewski asked if there were any consideration given to updating the Reopening Health & Safety Plan as it relates to required face coverings. Jim Smith stated that the Leadership Team is monitoring local positivity rates for COVID-19, particularly in the zip codes for the greater Wilkes-Barre Area and will make a recommendation closer to the start of the school year. If the positivity rate continues to increase, face coverings will be required for all students, staff and visitors. Dave feels it is critical that students receive in-person instruction, and the school must take steps to ensure that occurs.

Kim Popple 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 7:04 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Smith". The signature is fluid and cursive, with a large initial "J" and a stylized "S".

Jim Smith
Board Secretary

The next meeting of the Board of Trustees will be held on **Monday, August 16, 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.