



**Board of Trustees
Minutes of Meeting
September 2, 2021**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, September 2, at Bear Creek Community Charter School. Board members Wendy Lutchko, Nicky Pachucki, Stacey Scullion, Dave Blazejewski, Brandy Lewis, and LynnMarie Shedlock participated. Board members Peter Austin, Kim Popple and Sue Barry were absent. Also participating was Jim Smith.

Dave Blazejewski called the meeting to order at 6:06 p.m. Brandy Lewis 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.

Nicky Pachucki made a motion to approve the minutes of the August 5, 2021 Board of Trustees meeting, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to accept the Loan Commitment Letter and terms for an interim construction loan in the amount of \$12,000,000.00 with First National Community Bank of Dunmore. The construction loan will bear interest at a variable rate which is equal to the National Prime plus one (1%) Percent as it changes from time to time. Repayment of the loan will occur as the result of the Bear Creek Foundation's long-term financing with the United States Department of Agriculture. Jim Smith, Chief Executive Officer is authorized to execute all documents relating to this loan. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

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

Kim Popple 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.

Nicky Pachucki made a motion to approve the hiring of Cheryl Charney as a Long Term Substitute Teacher for the period August 23, 2021 through November 12, 2021 at a rate of \$200.00 per diem. The motion 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 hiring of Rachel Lakkis as a Temporary Full-Time Career Exploration Teacher for the 198 days during the upcoming 2021-2022 school year at an annual salary of \$36,000.00 plus benefits. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve the addition of Cassandra Lockhart 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 Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to accept the resignation of Nancy Petalver as Art Teacher effective August 24, 2021, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve the donation of eight (8) unused Dell Latitude 3460 Student Laptop Computers to the Wilkes-Barre Police Department, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Tuition Assistance Request from Hillary Oliver for the course Instructional Design for Online Educators at Wilkes University for the Fall of 2021 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.

Brandy Lewis made a motion to approve a Tuition Assistance Request from Larissa Soroka for the course A Reading Research Capstone Project at Kings College for the Fall of 2021 at a cost not to exceed \$1,600.00, 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 Stephen Ruch for the course writing in Mathematics Education at Indiana University of Pennsylvania for the Fall of 2021 at a cost not to exceed \$1,600.00. The motion 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 Tuition Assistance Request from Taylor Burak for the course Instructional Design for Online Educators at Wilkes University for the Fall of 2021 at a cost not to exceed \$1,600.00. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve the hiring of Bernard Gardzalla for the position of Music Teacher effective Monday, September 6, 2021 at a pro-rated salary of \$34,338.46 for the 2021-2022 school year plus benefits. 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 approve the hiring of Melissa O'Neil as part-time Housekeeper for up to twelve hours per week at an hourly rate of \$12.00, effective September 10, 2021, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve the hiring of Carmen Forte as full-time Maintenance/Custodian at an hourly rate of \$18.00 plus benefits, effective September 6, 2021, 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 the hiring of Cassandra Davis as full-time Intermediate Math Teacher effective Thursday, August 26, 2021 at a salary of \$36,000.00 for the 2021-2022 school year plus benefits. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve the hiring of Shari Ide as full-time Housekeeper at an hourly rate of \$12.00 plus benefits, effective September 6, 2021, 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 the purchase of supplies from Sysco for the school's food service program for the 2021-2022 school year, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

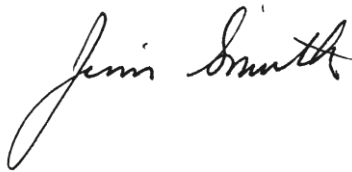
Wendy Lutchko made a motion to approve adding Stephen Ruch, William Barnes and Matthew Judge to the Winter Maintenance Team on an as-needed basis for snow removal, following their currently hourly summer rate. The motion was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

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

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

The meeting adjourned at 7:45 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 next meeting of the Bear Creek Community Charter School Board of Trustees is **Monday, September 20, 2021**. The meeting will be held in the Conference Room at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702. The meeting is open to the public.