



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

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, December 2, 2021 at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702.

Board members Peter Austin, Stacey Scullion, Dave Blazejewski, Wendy Lutchko, Sue Barry, Brandy Lewis and LynnMarie Shedlock participated in person. Board members Kim Popple and Nicky Pachucki were absent. Also participating was Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young, Larissa Soroka and Tammy Miller.

Dave Blazejewski called the meeting to order at 6:04 p.m. Peter Austin 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

Peter Austin made a motion approve the minutes of the November 4, 2021 Board of Trustees meeting as presented, which was seconded by LynnMarie Shedlock and approved by majority roll-call vote of the Board members present.

Tammy Miller presented the financial statements and expenditures for the period ending October 31, 2021. LynnMarie Shedlock made a motion to approve the financial statements and expenditures as presented, which was seconded by Stacey Scullion. 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 accept and approve the final building plans and specifications, as presented to the United States Department of Agriculture, for the bidding and construction of the proposed Bear Creek Community Charter School addition. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve the creation of the Special Projects Coordinator position and the Job Profile as presented, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the transfer of Larissa Soroka to the position of Special Projects Coordinator, an eleven month position, effective January 1, 2022 at an annual salary of \$71,729.79. The motion was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present. Dave Blazejewski congratulated Larissa on her new position.

Peter Austin made a motion to approve a Tuition Assistance Request for Hillary Oliver for the course Facilitating Online Learning Communities at Wilkes University for the Spring 2022 semester at a cost not to exceed \$1,600.00. The motion was seconded by Stacy Scullion and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Tuition Assistance Request for Taylor Burak for the course Facilitating Online Learning Communities at Wilkes University for the Spring 2022 semester at a cost not to exceed \$1,600.00. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Tuition Assistance Request for Matthew Ide for the course Practices & Implementation of STEM Education at Wilkes University for the Spring 2022 semester at a cost not to exceed \$1,600.00. The motion was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Tuition Assistance Request for Stephen Ruch for the course Geometry for Elementary/Middle Level Teachers at Indiana University of Pennsylvania for the Spring 2022 semester at a cost not to exceed \$1,600.00. The motion was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis Made a motion to approve a Conference Request for Kristen Young and Jennifer Smith to attend the PDE Data Summit, March 21, 2022 to March 23, 2022 in Hershey, Pennsylvania at a cost not to exceed \$625.00. Conference registration has been paid by the Pennsylvania Coalition of Public Charter Schools through the PACSP Grant. All Board members present voted in favor of the motion with the exception of Stacey Scullion, who abstained from voting due to a potential conflict of interest. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

LynnMarie made a motion to approve a Conference Request for Jim Smith and Tammy Miller to attend the annual Pennsylvania Association of School Business Officials Conference from March 8, 2022 through March 11, 2022 at a cost not to exceed \$890.00. Conference registration has been paid by the Pennsylvania Coalition of Public Charter Schools through the PACSP Grant. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

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

The Board of Trustees extended congratulations to Stephanie Knorr, who was recently awarded her Special Education Teaching Certificate by the Pennsylvania Department of Education.

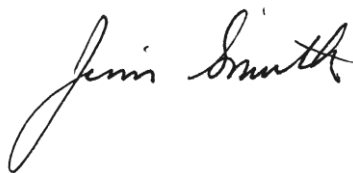
At 7:10 p.m., the Board of Trustees adjourned to Executive Session to discuss pending and potential future litigation. Executive session ended at 7:22 p.m. and the Board returned to the regular meeting.

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

Wendy Lutchko 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 7:24 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 originally scheduled for Monday, December 20, 2021 has been cancelled. The next meeting of the Bear Creek Community Charter School Board of Trustees is **Thursday, January 6, 2022**. 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.