



**Board of Trustees  
Minutes of Meeting  
January 17, 2022**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, January 17, 2022 via Zoom! The public was encouraged to participate.

Board members Peter Austin, Stacey Scullion, Dave Blazejewski, Wendy Lutchko, Sue Barry, Brandy Lewis and LynnMarie Shedlock, and Nicky Pachucki participated. Board members Kim Popple was absent. Also participating were school administrators Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young, and Tammy Miller. Parents Beth Tarnalicki, Jill Limongelli, Tara D'Amico and Kate Totino participated. Staff members Alyssa McEntee and Melissa Leo also participated.

Dave Blazejewski called the meeting to order at 6:06 p.m. Dave Blazejewski 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. Beth Tarnalicki expressed concern over the current quarantine guidelines, particularly the length of time someone who has been exposed to COVID-19, which is currently twenty days. She feels they are missing too much time from school and there is a disconnect between those students, teachers and peers. She asked that the school consider allowing them to observe classrooms virtually, even if the instruction is not synchronous. Kristen Young responded that the school was investigating technology that would allow student to observe remotely. She also stated that the proposed revised Health & Safety Plan, if approved by the Board of Trustees, would reduce the amount of time students missed school for COVID exposure.

Peter Austin made a motion approve the minutes of the December 2, 2021 Board of Trustees meeting as presented, which was seconded by Wendy Lutchko and approved by majority roll-call vote of the Board members present.

Tammy Miller presented the financial statements and expenditures for the period ending November 30, 2021. Nicky Pachucki made a motion to approve the financial statements and expenditures as presented, which was seconded by Peter Austin. 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, Wendy Lutchko, who abstained from voting on expenses associated with the employment of Hope Wanek, and Nicky Pachucki, who abstained from voting on expenses associated with the employment of Allison Pachucki. 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 the resignation of Anthony Prudente and Physical Education/Health Teacher/Athletic Director effective Friday, December 10, 2021, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Kristen Young reviewed the proposed school calendar, which was also presented to the Board at the December board meeting. LynnMarie Shedlock made a motion to approve the school calendar for the 2022/2023 school year as presented, which was seconded by Sue Barry and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve an increase in the per diem rate for Daily Substitute Teachers to \$150.00 for the first five days worked during any given school year and \$175.00 for every day thereafter during the same school year, effective February 1, 2022. 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 site agreement with the University of Scranton for student nurses, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the YMCA PowerScholars Academy Memorandum of Understanding for the upcoming summer program, 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 a Tuition Assistance Request from Matthew Judge for the course The Writing Process K-12 at Kings College for the Fall 2021 semester 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 William Barnes for the course Historiography 604 at Slippery Rock University for the Spring 2022 semester 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.

Peter Austin made a motion to approve the IRS mileage reimbursement rate of \$0.58 per mile for business travel in accordance with school policy. The IRS rate has increased \$0.025 since 2021. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Conference Request for Stephanie Knorr to participate in Making a Difference: Educational Practices that Work! On March 2, 3, 4, 2022 (virtual), sponsored by the Pennsylvania Department of Education at a cost not to exceed \$575.00. 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 the Emergency Instructional Time Template Section 520.1 for the 2021-2022 school year, which was requested by the Pennsylvania Department of Education. Jim Smith noted that this document was provided to the Wilkes-Barre Area School District for consultation. Lynn Marie Shedlock seconded the motion, which was approved by unanimous roll-call vote of the Board members present.

Jim Smith provided the Board with an overview of two proposals for internet service, which were received as part of the E-Rate bid process, and reviewed the bid criteria and bid evaluation process. Wendy Lutchko made a motion to approve a one-year agreement with Frontier Business for 500Mbps bandwidth internet service for \$925.00 per month for the period July 1, 2022 through June 30, 2023, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board member present.

Sue Barry made a motion to approve a Conference Request from Lori Argot to participate in the virtual seminar Anxiety, ADHD and Anger in the Classroom at a cost not to exceed \$370.00. the motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the board members present.

Kim Stevens and Jim Smith provided a summary of the changes made to the School Health and Safety Plan. Dave Blazejewski asked that school administrators review the plan criteria and what is happening in the school environment every thirty days and report back to the Board regarding potential changes to the Plan. Jim Smith stated that the Plan was provided to the Wilkes-Barre Area School District for consultation. Kim Stevens stated that once approved, the Plan will be provided to the Pennsylvania Department of Education and posted on the School's publicly-accessible web site.

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

Dave Blazejewski opened the meeting to general public comment. There was no additional public comment. Dave thanked the parents and staff for participating, and invited them to join the Board for an in-person meeting sometime in the future.

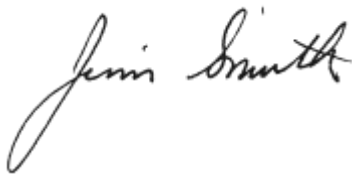
Dave Blazejewski thanked Williams Gas Pipeline for their recent donation of \$300.00 in support of the school's mission within the community

Jim Smith then announced that the Board of Trustees will adjourn to Executive Session to discuss pending litigation, after which the meeting will adjourn. The Board adjourned to Executive Session at 6:55 p.m. and returned at 7:04 p.m.

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

The meeting adjourned at 7:054 p.m.

Respectfully,

A handwritten signature in cursive script that reads "Jim Smith". The signature is written in black ink and is positioned above the printed name and title.

Jim Smith  
Board Secretary

The next meeting of the Bear Creek Community Charter School Board of Trustees is **Thursday, February 3, 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.