



**Board of Trustees
Minutes of Meeting
December 19, 2022**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, December 19, 2022 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

Board members Dave Blazejewski, Brandy Lewis, Peter Austin, LynnMarie Shedlock, Wendy Lutchko and Stacey Scullion participated. Board members Nicky Pachucki and Kim Popple were absent. Also participating were school administrators Kim Stevens, Bridget Deeble, Tammy Miller, Kristen Young, and Jim Smith.

Dave Blazejewski called the meeting to order at 6:00 p.m. Stacey Scullion 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.

Stacey Scullion made a motion to approve the minutes of the November 21, 2022 Board of Trustees meeting, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Tammy Miller presented the preliminary financial statements and expenditures for the period ending October 31, 2022. Wendy Lutchko made a motion to approve the financial statements and expenditures as presented, which was seconded by Brandy Lewis. 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.

Tammy Miller presented the preliminary financial statements and expenditures for the period ending November 30, 2022. Peter Austin made a motion to approve the financial statements and expenditures as presented, which was seconded by Brandy Lewis. 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.

Peter Austin made a motion to approve the Academic Calendar for the upcoming 2023-2024 school year, as presented, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve a Conference Request from Kristen Young, Jennifer Smith and Dan Steber to attend the PDE Data Summit in Hershey, Pennsylvania from March 27, 2023 through March 29, 2023 at a cost not to exceed \$1,865.31. The motion was seconded by Wendy Lutchko. 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.

Peter Austin made a motion to accept the resignation of Jordan Rose as full-time Custodian/Maintenance effective January 20, 2023, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of Board members present.

Peter Austin made a motion to approve a Tuition Assistance Request from Matthew Judge for the course Reading in the Content Area at Kings College for the Spring 2023 semester at a cost not to exceed \$1,344.00, which was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

Stacey Scullion made a motion to approve a Tuition Assistance Request from Matthew Judge for the course Reading Disabilities Diagnosis at Kings College for the Spring 2023 semester at a cost not to exceed \$656.00, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve an extension of the Commercial Lease Agreement between Bear Creek Community Charter School and the Bear Creek Foundation dated April 1, 2022 for an additional one-year period in the amount of \$500.00 per month through March 31, 2024. 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 the hiring of David Poole as full-time Maintenance Technician effective Monday, December 19, 2022. This is a full-time, twelve-month position with an hourly rate of \$19.00 plus benefits. The motion was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve the purchase of propane from Superior Plus Propane at a cost of \$1.47 per gallon, the lowest responsible bidder, for the period January 1, 2023 through June 30, 2023. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

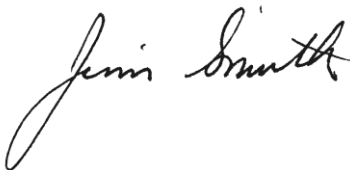
Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young, and Tammy Miller provided the Board with various operational updates.

Dave Blazejewski 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 Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

The meeting adjourned at 7:25 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 **Thursday, January 5, 2023**. The meeting will be held in the Community Room at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702. The meeting is open to the public.