



**Board of Trustees
Minutes of Meeting
February 20, 2023**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, February 20, 2023 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

Board members Dave Blazejewski, Nicky Pachucki, Peter Austin, LynnMarie Shedlock, Brandy Lewis and Stacey Scullion participated. Trustee Kim Popple was absent. Also participating were school administrators Kim Stevens, Bridget Deeble, Tammy Miller, Kristen Young, and Jim Smith. Gina Williams was also present for the beginning of the meeting, as was Joanie Richie.

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.

Parent Gina Williams addressed the Board requesting consideration for the formation of a boy's baseball team and girl's softball team. The Board fully supports expanding extra-curricular activities for students and will ensure appropriate funds are budgeted; however, there are concerns about whether such an endeavor can be successful at the present time. With only 50 students in each grade, it is questionable whether enough students will commit to what is necessary to maintain the program. Because of the shortage of bus driver, the School is unable to secure student transportation for off-site practices and games. And finally, it needs to be communicated to all interested parties that if Bear Creek Community Charter School to offer baseball and softball, PIAA regulations prohibit students from participating in those programs offered by their home school district of residence. Jim Smith will create and administer a survey of all students/parents that will be in seventh and eighth grade for the 2023/2024 school year and will share the results with the Board as well as Mrs. Williams. The Board will then entertain a discussion as to whether moving forward is feasible.

Jim Smith presented the Board with the draft minutes of the January 16, 2023 Board of Trustees meeting. LynnMarie Shedlock made a motion to approve the minutes as presented, which was seconded by Nicky Pachucki 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 January 31, 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.

Tammy Miller reviewed the audited financial statements and independent auditor's report with the Board. Peter Austin made a motion to accept the audited financial statements with independent auditor's report (no findings) from June 30, 2022, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve Budget Revision #2 for the 2022/2023 school year, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to accept the final report from Pennsylvania Department of Education National School Lunch Program Procurement Review, 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 revised Food Service Procurement Policy, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to accept the report from the Pennsylvania Department of Agriculture Bureau of Food Assistance recent review, 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 a Resolution to Amend the School's By-Laws to correct Section 2.1 and Section 2.2 relating to the School's registered office and principal office. 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 the School's Title IX Policy relating to discrimination and sexual harassment in educational programs, 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 of the hiring of Samantha Smith as part-time Housekeeper for up to 20 hours per week at a rate of \$12.00 per hour effective February 21, 2023, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the purchase of four (4) Canon imageRunner Advance DX 8786i Multi-Purpose Printers/Scanners/Copiers from Golden Business Machines, the lowest responsible bidder, for a total cost of \$80,908.00. This purchase will be funded through the PACSP Grant. 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 provide student #11780 with "hold-over" preference in enrollment for the upcoming 2023-2024 school year should the student withdraw prior to the end of the current school year.

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

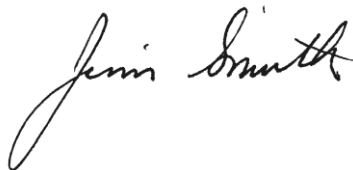
The Board adjourned to executive session at 7:30 p.m. to discuss personnel issues and pending litigation. The regular meeting resumed at 7:38 p.m.

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 Stacy Scullion and approved by unanimous roll-call vote of the Board members present.

The meeting adjourned at 7:40 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

Important Date to Remember: The next meeting of the Bear Creek Community Charter School Board of Trustees is **Thursday, March 2, 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.