



**Board of Trustees  
Minutes of Meeting  
April 17, 2023**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Monday, April 17, 2023 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

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

Dave Blazejewski called the meeting to order at 6:05 p.m. Wendy Lutchko 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.

Jim Smith presented the Board with the draft minutes of the March 20, 2023 Board of Trustees meeting. Brandy Lewis made a motion to approve the minutes as presented, which was seconded by Peter Austin 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 February 20, 2023. Peter Austin made a motion to approve the financial statements and expenditures as presented, which was seconded by Nicky Pachucki. 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.

Kristen Young conducted a presentation related to the evaluation process for a new English Language Arts program for Grades 6, 7 and 8. Peter Austin made a motion to approve the implementation of StudySync Core English Language Arts Program by McGraw Hill (G6-G8) beginning with the 2023/2024 school year at a cost not to exceed \$33,000.00 for a six year commitment. The motion was approved by Peter Austin, seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Kristen Young provided the Board an overview of the revised new Teacher Induction Program. A motion was made by Kim Popple to adopt the new plan as presented, which was seconded by Lynn Marie Shedlock and approved by majority roll-call vote of the Board members present.

Peter Austin made a motion to designate Utica Insurance as the School's insurance underwriter for liability coverage at a cost not to exceed \$87,00.00 for a twelve-month period, which was seconded by Kim Popple and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Conference Request from Sarah Monaghan to attend Student Assistance Program (SAP) training at Luzerne Intermediate Unit on April 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> at a cost not to exceed \$900.00. The motion 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 Conference Request from Jay Whymark to attend Student Assistance Program (SAP) training at Luzerne Intermediate Unit on April 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> at a cost not to exceed \$900.00. The motion 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 transfer of \$331,319.70 from the School's committed fund balance to the USDA construction account as an additional amount to be considered as pre-paid lease related to the school expansion project. 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 a Tuition Assistance Request from Matthew Judge for the course Reading Practicum at Kings College for the Summer 2023 Session at a cost not to exceed \$1,344.00., 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 a Tuition Assistance Request from Shelby Kresge for the course Interactive Learning at Kings College for the Summer 2023 Session at a cost not to exceed \$1,344.00, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Lynn Marie Shedlock made a motion to approve a Tuition Assistance Request from Hillary Oliver for the course Effective and Responding Teaching/Assessment at Wilkes University for the Summer 2023 Session at a cost not to exceed \$2,250.00. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Lynn Marie Shedlock made a motion to approve a Tuition Assistance Request from Taylor Hogan for the course Effective and Responding Teaching/Assessment at Wilkes University for the Summer 2023 Session at a cost not to exceed \$2,250.00. 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 a Tuition Assistance Request from William Barnes for the course Civil War and Reconstruction at Slippery Rock University for the Summer 2023 Session at a cost not to exceed \$3,385.00, which was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Jim Smith presented the Board with an updated Regular Education Teacher Job Profile. A motion was made by Kim Popple to approve the Regular Education Job Profile as presented, which was seconded by Lynn Marie Shedlock and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the hiring of Joshua Myers as full-time Maintenance Technician/Housekeeper effective Tuesday, May 2, 2023 at an hourly rate of \$19.00 plus benefits, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Kim Popple made a motion to approve the hiring of Daniel Blazejewski as full-time Maintenance Technician/Housekeeper effective Tuesday, April 25, 2023 at an hourly rate of \$19.00 plus benefits, which was seconded by Brandy Lewis. All Board members voted in favor of the motion with the exception of Dave Blazejewski, who abstained. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

Jim Smith presented the Board with a Waiver of Expulsion related to Student #11312. Wendy Lutchko made a motion to approve the Waiver of Expulsion as presented, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

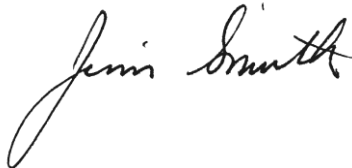
Jim Smith, Kim Stevens, Bridget Deeble, Kristen Young, and Tammy Miller provided the Board with various operational updates.

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

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

The meeting adjourned at 8:05 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Smith". The signature is fluid and cursive, with the first name "Jim" being more prominent than the last name "Smith".

Jim Smith  
Board Secretary

**Important Date to Remember:** The next meeting of the Bear Creek Community Charter School Board of Trustees is **Thursday, May 4, 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.