



**Board of Trustees
Minutes of Meeting
October 2, 2025**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, October 2, 2025 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

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

Dave Blazejewski called the meeting to order at 6:01 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.

Nicky Pachucki made a motion to approve meeting minutes of September 4, 2025, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Tammy Miller presented the unaudited financial statements to the Board for month-ending July 31, 2025. LynnMarie Shedlock 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 Wendy Lutchko, who abstained from voting on expenses associated with the employment of Hope Wanek, Stacey Scullion, who abstained from voting on the expenses associated with the employment of Jennifer Smith, John Parsons, who abstained from voting on expenses associated with the employment of Jim Smith, and Kim Popple who abstained from voting on any expenses associated with Pioneer Aggregates. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

Tammy Miller presented the unaudited financial statements to the Board for month-ending August 30, 2025. Peter Austin made a motion to approve the financial statements and expenditures as presented, which was seconded by Lauren Hunzer. All Board members present voted in favor of the motion with the exception of Wendy Lutchko, who abstained from voting on expenses associated with the employment of Hope Wanek, Stacey Scullion, who abstained from voting on the expenses associated with the employment of Jennifer Smith, John Parsons, who abstained from voting on expenses associated with the employment of Jim Smith, and Kim Popple who abstained from voting on any expenses associated with Pioneer Aggregates. 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 appoint Jordan Harrison as Assistant Girls Basketball Coach for the 2025-2026 season at a stipend of \$1,500.00, paid in two equal installments. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

John Parsons made a motion to approve a Tuition Assistance Request from Stephanie Knorr for the course A+ Ideas for Every Student's Success at Luzerne Intermediate Unit #18 for the Fall 2025 semester at a cost not to exceed \$315.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Kim Popple made a motion to approve a Conference Request from Lorie Mikielski to attend Beyond The Page: Fostering a Love of Reading from November 30 through December 2, 2025 sponsored by the Keystone State Literacy Association at a cost not to exceed \$876.00. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to approve a Conference Request for Kristen Young, Jennifer Smith, Kelly Zeigler and Renee Novitski to attend the 2025 SAS Institute sponsored by the Pennsylvania Department of Education in Harrisburg from December 7 through December 10, 2025 at a cost not to exceed \$3,280.00. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to accept the Compliance Monitoring Report for the PASCP Grant compiled by the Community Training and Assistance Center and Vertex Education, which was seconded by LynnMarie Shedlock and approved by unanimous roll-call vote of the Board members present.

Jim Smith discussed potential changes to the Facilities Rental Program. Wendy Lutchko made a motion to increase the standard rental fee to a minimum of \$400.00, which was seconded by John Parsons and approved by unanimous roll-call vote of the Board members present.

Kim Stevens provided the Board with an overview of the Alternative Education for Disruptive Youth Program.

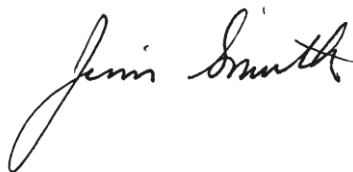
Jim Smith, Kristen Young, Kim Stevens, Bridge Deeble and Tammy Miller provided the Board with operational updates.

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

The meeting adjourned at 7:40 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 **Monday, October 20, 2025**. 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.