



**BOARD OF DIRECTORS
MEETING MINUTES**

November 29, 2018

Michelle Zattoni, President
Leigh Miller, Vice President
Frank Pologruto, Treasurer
Dolly Cary, Secretary

Belinda Austin
Sharon Jermany
Al Kratzer
Michael Lieberman

Jana Nieves
Tracie Springer
Joanna Hughes, CEO
Shawn Ferrara, CAO
Joanellyn Schubert, Principal

1. Call to Order

The meeting was called to order at 5:45 p.m. by President Zattoni. The Pledge of Allegiance was recited.

Roll Call

Board: Present – Michelle Zattoni, Mike Lieberman, Sharon Jermany, Leigh Miller, Frank Pologruto, Jana Nieves, Belinda Austin, Tracie Springer, **Absent** – Al Kratzer

Staff: Present – Joanna Hughes, Dolly Cary, Shawn Ferrara, **Absent** – Joey Schubert

2. Approval of Minutes of October 25, 2018

Motion: To approve the corrected minutes of the October 25, 2018 Board of Directors meeting. (Pologruto/Miller), Motion carried.

3. Auditor's Report, Jeffrey E. Dobeck, CPA, Buckno, Lisicky & Co.

Jeff Dobeck reviewed the report and answered questions posed by the members. Administration was commended for their efficiency by being proactive with the accounting system. Proper internal controls were set in place as well as policies and procedures.

4. Executive Session

The Board convened into Executive Session at 6:36 p.m. to discuss personnel matters. Members reconvened to regular session at 8:34 p.m.

5. President's Comments

Ms. Zattoni thanked the Board for their questions and comments.

6. Administrators' Reports

Joey Schubert, Principal

As Ms. Schubert's presence was needed at the 4th & 5th Grade Performance at Cornerstone Church this evening, Ms. Hughes presented the principal's report.

Teacher observations are continuing. Teacher Professional Learning Community (PLC) meetings are scheduled regularly. To better connect with parents, the start of Parent Forums is scheduled in December.

4th Grade – As part of the Positive Behavior Intervention Support program, students and/or classes receive ARTIST cards in recognition of displaying a positive attitude, those who show respect, and make good choices. "Let's Chat" forms were initiated where students can request a conference with a counselor regarding situations they may encounter and request support. New classroom rules designed by the students are displayed around each

classroom. Professional development for teachers has included training on Bullying. Classroom structures have been realigned and Restorative Practices was implemented. (Principal's report filed with minutes in Board Book)

7. Financial Report

Shawn Ferrara, CAO

We're current with the state. The process is working. A recommendation was made to change vendors for our copy machines. Changing from Edwards to Stratix Systems results in a yearly savings of \$3,048.

Our state grant application for \$380,000 for School Safety and Security Initiative was given to the Board for their perusal.

Motion: To approve the Financial Report as presented. (Miller/Lieberman), Motion carried.

8. Committee Reports

Governance Committee

Finance Committee – All information was covered in the Financial Report.

9. Old Business – None

10. Public Comment on Agenda Items – None

11. Public Comments

12. New Business

A. PSSA Presentation – The presentation was tabled until the December meeting due to the lateness of the hour. (Pologruto/Miller).

B. Personnel

New Staff Appointments – (*Motion for Approval*)

- Shannon Crowe, 5-day Substitute, \$110/day, start 11/12 – 11/16/18
Shannon Crowe, F/T 4th Grade Teacher, \$36,000 Prorated, start 11/19/18
- Brian Foley, Long-term substitute, \$110/day, start 10/25/18
- Joseph Proko, P/T Substitute Custodian, \$15/hr., start 11/12/18
- Sarah Rose Sebeski, Nurse, Per Diem, Start 11/19/18
- Chelsea Buffaloe, Emotional Support Counselor, \$38,000 Prorated, start 11/29/18
- Megan Krzyzewski, P/T Nurse, \$29/hr., start 11/11/18

Motion: To approve the staff appointments as recorded above under Section 12, New Business, Personnel. The motion passed with 5 votes in favor, and 2 abstentions of Directors Jermany and Springer. (Lieberman/Pologruto).

Adjournment

Motion: To adjourn the meeting of the Board of Directors at 8:54 p.m. (Miller/Jermany), Motion carried.

Eleanore M. Cary

Board Secretary