

# **HOPE for Hyndman Charter School**

Board of Trustees

Meeting Minutes

January 28, 2016 - 6 p.m.

The HOPE for Hyndman Charter School Board of Trustees held a regular monthly meeting on Thursday, January 28, 2016, at 6:00 p.m. at HOPE for Hyndman Charter School. *Those present:*

Austin Christner – Board member  
Angela Coughenour – Board member  
Brigette Emerick – Board President  
Ronnie Gibbner – Board member  
Jerry Leydig – Board Vice President  
Christine McKenzie – Board Secretary  
Ron Scritchfield – Board member  
Jessie Spiker – Board member  
Thea Hosselrode -- Board Administrative Assistant  
Tom Vent  
Tom Otis  
Brad Allison  
Charlene Scritchfield  
Erin Thompson  
Dina Morrissey  
Ronda Stair  
Tim Lutz

The meeting was called to order by B. Emerick at 6:02 p.m. The Pledge of Allegiance was recited, followed by a prayer by Mrs. Emerick. B. Emerick then did a board-member roll call.

**Agenda:** The meeting agenda was adopted with a motion by R. Scritchfield, seconded by A Coughenour, and carried. (Unan.)

**Public comments:** None

**Secretary's report:** A motion to approve the secretary's report of December 10, 2015, (in Google Drive) was made by A Coughenour, seconded by J Spiker, and carried. (Unan.)

**Treasurer's report:** A motion to approve the treasurer's report of December 31, 2015, (in Google Drive) was made by A Coughenour, seconded by J Spiker, and carried. (Unan.)

**Old Business:** None

**Representatives to the Board:**

Bryce Emerick, student representative, and Jennie Hetzer, faculty representative, were not present.

## **COMMITTEE REPORTS:**

**Facilities & Technology:** R Gibbner reported that the committee did not meet. They have been very active dealing with the heating system. All is currently working and under control.

The committee will meet Tuesday, February 2, 2016 @ 3:30 p.m.

**Governance / Personnel:** A Coughenour reported that the committee met on January 19. They discussed graduation requirements and whether to change the calendar for the last day of school. If time is not needed for make-up hours, the committee may recommend to change the last day to half of a day. They also discussed the *Essence of Hope* award dinner which will be held on April 7. Nominations/selections will begin soon. They recommend that credits for graduation should stay at 26 credits, instead of changing the required number. They need to review the *Attendance Policy* to include a clearer definition of truancy and illegal absences. They also recommend that students should serve 40 total hours of community service throughout their 4 years of high school (grades 9-12). The personnel issues that were discussed are on the agenda.

The committee will meet Tuesday, February 16, 2016 @ 9:00 a.m.

**Academics & Athletics:** B. Emerick reported that the committee did not meet.

The committee will meet Tuesday, February 9, 2016 @ 3:30 p.m.

**Educational Association:** B. Emerick reported that the committee met. A new member joined the group and accepted the open Treasurer position. He is the CEO at the Hyndman Area Health Center. The committee discussed graduation awards and fundraisers. A spaghetti dinner has been planned for April.

The committee will meet again on Monday, February 22, 2016 @ 6 p.m.

**Finance:** B. Emerick reported that they did not meet.

The finance committee will meet Thursday, February 25, 2016 @ 3:30 p.m.

**Discussion:**

Enrollment is currently at 272 students. That is up 20 students from the beginning of the year. \$600 has been spent on math materials to benefit grades 1-6. Monies from Scholastic Dollars were used to purchase supplemental materials. The last day of school may be changed to a half day if the time is not needed. A community forum was held to address the Charter Renewal. There will be a hearing held on February 10 in Bedford at 6 p.m.

**New Business:**

**Board:** None

**Finance:** A motion to approve Mrs. Brigitte Emerick and Mrs. Angie Coughenour to work with Mr. Joshua Pollack, Esq. as needed, for Charter Renewal was made by J Spiker, seconded by C McKenzie and carried. A roll call vote was taken.

Austin Christner - Yes

Angela Coughenour - Abstain

Brigitte Emerick – Abstain

Ronnie Gibbner - Yes  
Jerry Leydig - Yes  
Christine McKenzie - Yes  
Ron Scritchfield - Yes  
Jessie Spiker - Yes

**Policies:** None

**Personnel:**

A motion to approve the Personnel Issues, as per the document in Google Drive, was made by A Coughenour, seconded by A Christner, and carried. (Unan.)

**Food Service:**

A motion to approve the 2016 Summer Food Service Program to run from Monday, June 13, 2016, through Thursday, August 4 or August 11, 2016, (TBD) from 7:00 a.m.--9:00 a.m. for breakfast at a cost of \$1.00 for adults and from 11:00 a.m.--1:00 p.m. for lunch at a cost of \$2.50 for adults, and all children 18 and under eat free; and approve the following Food Service Staff to work from 6:00 a.m.--2:00 p.m. Monday through Thursday from June 13, 2016, through August 4 or August 11, 2016, (TBD), for the Summer Food Service Program--Mrs. Julie Waugerman; Mrs. Barb Ryan; Ms. Kelly Harshberger; Mrs. Leah Sines, substitute, as needed; and Mr. Chad Fatula, substitute, as needed was made by C McKenzie, seconded by R Scritchfield, and carried. (Unan.)

**Technology:** None

**Athletics/Transportation:** None

**Maintenance:** None

**Instruction:**

A motion to approve student's community service hour requirement to remain at 40 hours by the student's graduation; however, once the student reaches 40 hours while in Grades 9-12, the graduation requirement has been met was made by R Gibbner, seconded by J Leydig, and carried. (Unan.)

A motion to approve Ms. Mazy Diehl to intern with Mrs. Albright to gain early childhood experience, at a date to be determined, was made by J Spiker, seconded by A Coughenour, and carried. (Unan.)

A motion to approve to spend \$4,600 to add two more SFA consulting sessions during the remaining 2015-16 school year was made by C McKenzie, seconded by J Leydig, and carried. (Unan.)

The school is working with a consultant who looks at data and makes recommendations on how to improve student learning.

A motion to table the approval to contract with Ms. Patsy McKenzie to teach a college level psychology class at HHCS for the current semester (1/13/16-6/1/16) was made by A Coughenour.

**General Operations:** None

**21<sup>st</sup> Century:** None

**Miscellaneous:**

A motion to approve to host the Essence of HOPE Reception on April 7, 2016, from 6:00 p.m.--8:00 p.m. and to approve to present an award to Mrs. Norma Shaffer, during the Essence of HOPE Reception, in recognition of her and Mr. Boo Shaffer's dedication to HHCS and the Hyndman Community was made by C McKenzie, seconded by A Christner, and carried. (Unan.)

A motion to approve the renewal of the 1 year membership with the Bedford County Chamber of Commerce for a cost of \$259.00 was made by R Gibbner, seconded by R Spiker, and carried. (Unan.)

**Public comment:** Rhonda Stair asked if people from the community can come to the hearing to speak. B Emerick said yes they may speak. Ms. Stair asked if their names had to be given ahead of time and what the procedure is. B Emerick was not sure. Tim Lutz stated that he is "concerned that we are less than two weeks from it, and we are not concrete on how the process works." B Emerick stated that the attorney has taken care of all the details and is addressing all the issues.

**Executive Session:** At 6:45 p.m. J Spiker made a motion, seconded by C McKenzie, for the Board to enter into executive session for pending litigation and personnel issues.

At 7:38 p.m. the Board entered into public session.

A Coughenour made a motion, seconded by J Spiker, to approve the motion tabled and to contract with Ms. Patsy McKenzie, pending approval of the contract by the solicitor, to teach a college level psychology class at HHCS for the current semester (1/13/16-6/1/16). Motion carried. (Unan.)

At 7:45 p.m. R Gibbner made a motion to adjourn.

Submitted by Thea Hosselrode  
Board Administrative Assistant