

HOPE for Hyndman Charter School

Board of Trustees

Meeting Minutes

February 25, 2016 - 6 p.m.

The HOPE for Hyndman Charter School Board of Trustees held a regular monthly meeting on Thursday, February 25, 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
Donald Gross – Board member
Ronnie Gibbner – Board member
Jerry Leydig – Board Vice President
Christine McKenzie – Board Secretary
Ron Scritchfield – Board member
Thea Hosselrode -- Board Administrative Assistant
Tom Otis
Tom Vent
Ryan Schumm
Jeff Kimmel
Erin Thompson

The meeting was called to order by B. Emerick at 6:00 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 A Coughenour, seconded by C McKenzie, and carried. (Unan.)

Public comments: None

Secretary's report: A motion to approve the secretary's report of January 28, 2016, (in Google Drive) was made by A Coughenour, seconded by R Gibbner and carried. (Unan.)

Treasurer's report: A motion to approve the treasurer's report of January 31, 2016, (in Google Drive) was made by A Coughenour, seconded by R Gibbner and carried. (Unan.)

Old Business: None

Representatives to the Board:

The representatives were not present.

COMMITTEE REPORTS:

Facilities & Technology: R. Gibbner reported that the committee met on February 2 to discuss updates on things in the building. The ice machine is working well. The air handlers have been serviced and filters changed. The controller has been reprogrammed. The grounds equipment has been serviced. There were small purchases made like batteries. The John Deere needs tires, and someone is getting pricing for the tires. Snow removal went well; only one hydraulic line broke. All of the building is working well. A FEMA grant was applied for. It will be April before meetings start for the grant.

The committee will meet Tuesday, March 1 at 3:30 p.m.

Governance / Personnel: A. Coughenour reported that the committee met on February 17. They discussed next year's school calendar but have not received Bedford's to compare days off. Our calendar is similar to this year's. Teachers start school on August 17. Back to School event was changed to Friday to give staff more time for changes. Students will start school on August 23. We are currently still on track for snow days. The Essence dinner is scheduled for April 7. They discussed the policy to define truancy and will contact Joshua to see if it can be updated. There will be no board elections this year. No member's term is up. They may review the election process. Interviews were held for the baseball coaches. The nurse is on leave for 4-6 weeks. They are looking for a substitute. A Coughenour will fill in as needed. They still need teaching substitutes. A 9th grade class advisor is needed. Rhonda Stair will fill the position until the end of the school year.

The committee will meet Tuesday, March 15 at 9 a.m.

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

The committee will meet Tuesday, March 8 at 3:30 p.m.

Educational Association: B Emerick reported that the committee met on February 22. Graduation award letters have been sent out and are due back March 31. If there is no response, Angie will contact them again April 11. There will be a spaghetti dinner on April 26. There was a fundraiser held at Hobos last Saturday. They made \$530 in addition to Hobos donating 10 percent of everyone's meals back to the school. Shelly offered to do another fundraiser in April. Donations are being accepted for baskets to raffle at the spaghetti dinner. The committee discussed grants that are in process. George Barton will help write grants; he has experience writing grants.

The committee will meet again on Monday, April 4 at 6:00 p.m.

Finance: R Schumm discussed the budget revisions for the current year. Staffing and enrollment are stable. Monies are stable. The general expense lines were mostly a wash. If one expense decreased a little, another expense increased a little. The largest expense line is contracted labor. We are at 2 percent of a surplus for the year--about \$50,000. Ryan considers this a win. He stated that he would consider a break even a win. Projections could change before June; it is not known what Bedford's rate is. The projected budget numbers are based on the average of 265 students for the year.

Ryan introduced the draft budget for next year. This is a conversation starter. It will be discussed and revised. It assumes there will be 265 students with the current staff and a 10 percent increase in health insurance. It leaves a slight deficit of \$30,000. He just took historical averages to start and has not looked at details to discuss how to balance it.

They looked back at last year's audit. He is bringing it to the Board for approval. There are three highlights. There is no finding of problems or weaknesses. GASB 68 was in compliance. Any participant in the State's Pension Plan must calculate its share and put it on the books. The numbers are ugly to look at but meaningless. Banks understand and don't look at this. The deficit last year

was \$273,770. The fund balance last year (2015) was \$220,000. On the audit, look at page 12 for the best snapshot.

The finance committee will meet Thursday, March 31 at 3:30 p.m.

Discussion: B Emerick reported that the enrollment is at 267 students. Four students moved to Johnstown, and one went to West Virginia.

Jeff Kimmel reported that Brian Dawson did well at Districts in wrestling and moved on to Regionals. Winter sports are winding down. A handout of projected teams for next year was presented to the Board. They are looking at what teams will look like next year. They talked about buying uniforms this year and rotating one sport each year. This year none were purchased because of the State's budget situation. Baseball uniforms were to be bought this year, but none were bought. Should a few be bought to match the existing uniforms, or should new uniforms be purchased for the entire team? They are under budget by saving money from coaches' salaries. Revenues are down; there wasn't as much attendance at boys' basketball games this year. Transportation funds are good. A fair amount of money was spent at the beginning of the year fixing buses, and there have not been many problems.

C McKenzie asked what new uniforms would cost. Answer: \$100 each for 20 uniforms.

R Schumm reported that there will be no Board elections this year. No member's terms are over.

R Schumm reported that the Board could consider a 403B option for future years' budgets. Charter schools may opt out of PSERS and purchase a 403B. The school must match the funds provided by employees. PSERS guarantees a benefit for employees at the end. This one does not. Next year the rate for all employees will be 30 cents on the dollar—which is 30 percent. The percentage for a 403B is 5 percent. A Charter school must ask PSERS' permission to opt out. An employee contribution would be 5 percent and the employer must match 5 percent. This only applies to new hires. Employees can't be moved from PSERS into this one. Employees are vested in one year, and it is fully portable. PSERS employees are not vested for 10 years. It is possible to lose a competitive edge in recruiting teachers for those that are already in PSERS.

New Business:

Board: None

Finance: A motion to approve Financial Statements and Independent Auditor's Report for Year Ended June 30, 2015, and to approve the 2016 Budget Revision, as per document in Google Drive, was made by C McKenzie, seconded by A Coughenour, and carried. (Unan.)

Policies: None

Personnel: A motion to approve the Personnel Issues, as per the document in Google Drive, was made by R Gibbner, seconded by C McKenzie, and carried. (Unan.)

The Baseball coaches this year will be Richard Sterne, Scott Stouffer, and George Barton. The Junior High Baseball Coaches will be Brad Turner and Kevin Clites. Dr. Otis and Mr. Vent will remain

the Administrators until December 31, 2016. Dr. Otis and Mr. Vent stated that they love to work here, and it's a joy to work here.

Food Service: None

Technology: A motion to approve computer/technology repairs and upgrades at a not to exceed cost of \$2,300, as per document in Google Drive, was made by A Coughenour, seconded by D Gross and carried. (Unan.)

Keyboards, charging cords, and small repairs are needed for the technology. A Christner is going to look to see if he can find some of the items cheaper than were on the quote. A camera and DVR upgrade are also needed to get longer recording time. Mr. Beagle's room does not have a smartboard. There is one that only needs one small part to make it work for his room.

Athletics/Transportation: None

Maintenance: None

Instruction: None

General Operations: A motion to approve school to be in session on Tuesday, March 29, 2016, as a make-up day for Tuesday, February 16, 2016, was made by D Gross, seconded by C McKenzie and carried. (Unan.)

A motion to approve the draft 2016-2017 School Year Calendar was made by A Coughenour, seconded by A Christner and carried. (Unan.)

Changes were made to the Open House on Friday. It will be held on Monday instead. Holidays stayed the same.

21st Century: None

Miscellaneous: None

Public comment: None

Executive Session: At 7:05 p.m. A Coughenour made a motion for the Board to enter into executive session for legal issues, seconded by D Gross. Motion carried. (Unan.)

At 7:45 p.m. the Board came back into Public Session. A Coughenour made a motion to approve the Charter Renewal Documents prepared by Joshua Pollack and present them to the Bedford Area School District for their review, seconded by R Gibbner and carried. (Unan.)

C McKenzie made a motion to adjourn, seconded by R Scritchfield.

The meeting adjourned at 7:48 p.m.
Submitted by Thea Hosselrode
Board Administrative Assistant