

HOPE for Hyndman Charter School

Board of Trustees

Meeting Minutes

March 31, 2016 - 6 p.m.

The HOPE for Hyndman Charter School Board of Trustees held a regular monthly meeting on Thursday, March 31, 2016, at 6:00 p.m. at HOPE for Hyndman Charter School. *Those present:*

Brigette Emerick – Board President
Jerry Leydig – Board Vice President
Christine McKenzie – Board Secretary
Ron Scritchfield – Board member
Jessie Spiker – Board member
Thea Hosselrode -- Board Administrative Assistant
Dr. Tom Otis
Lea Hay
Penny Mason
Charlene Ickes
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 R Scritchfield, seconded by J Leydig, and carried. (Unan.)

Public comments: T Hosselrode thanked the Board for welcoming her students from Allegany College of Maryland to the Board meeting to practice the skill of taking meeting minutes.

Secretary's report: A motion to approve the secretary's report of February 25, 2016, (in Google Drive) was made by J Spiker, seconded by C McKenzie, and carried. (Unan.)

Treasurer's report: A motion to approve the treasurer's report of February 29, 2016, (in Google Drive) was made by J Leydig, seconded by R Scritchfield, and carried. (Unan.)

The current proposed HOPE budget in the Board packet from Ryan will need adjustments because the state approved its budget the day after Ryan sent HOPE's budget. Disbursements to our school can be expected the beginning and end of April. The first disbursement will be directly from the state. After that the disbursements will be from the other schools. By the April Board meeting, the HOPE budget will already be discussed and will be brought to the May Board meeting for approval. Ryan will attend the May Board meeting.

Old Business: None

Representatives to the Board: The representatives were not present.

Executive Session: At 6:05 p.m. J Spiker made a motion for the Board to enter into executive session for personnel matters, seconded by J Leydig.

At 6:09 p.m. the Board entered into public session.

COMMITTEE REPORTS:

Facilities & Technology: R. Gibbner was not present to report on the committee.

The committee will meet Tuesday, April 5, 2016, at 3:30 p.m.

Governance / Personnel: B Emerick reported that a spaghetti dinner will be held on April 26. She will ask the Education Association to help with the dinner when she meets with them Monday night. There will be a concert on April 15. The REVV band will play. The theme for the concert is REVV Up For Testing. The concert will be held Friday night which falls in the middle of student testing. It will be a fundraiser/stress relief/rewards event for the students and community. The band will play PG music, and the concert is for everyone, school and community. The cost is \$5 for adults. The committee also started looking at math curriculum and will research it more. Additionally, they talked about the SFA coordinator who is helping raise student test scores.

The committee will meet Tuesday, April 19, 2016, at 9:00 a.m.

Academics & Athletics: The committee did not meet.

The committee will meet Tuesday, April 12, 2016, at 3:30 p.m.

Educational Association: The committee did not meet.

The committee will meet again on Monday, April 4, 2016, at 6:00 p.m.

Finance: The committee did not meet.

The finance committee will meet Thursday, April 28, 2016, at 3:30 p.m.

Discussion:

The third annual Essence of HOPE Banquet will be held April 7, 2016, from 6:30 p.m. to 8:00 p.m. This banquet celebrates all HOPE volunteers. The Essence award will be presented at the banquet. A “really good” menu has been planned. The Board should let Carey know by tomorrow if they will attend. Usually 50 people attend.

The 2016-2017 Kindergarten registration will be held April 15, 2016, from 8:00 a.m. until 2:00 p.m.

“REVV” Up For Testing will be held April 15, 2016 at 7:00 p.m. The students are excited about this.

A spaghetti dinner will be held April 26, 2016, from 4:30 to 6:00 p.m. A lot of spaghetti sauce, pasta, and hamburger has been donated. Carey needs help with this if anyone wants to volunteer.

New Business:

Board: A motion to approve to replace the PSER’s retirement plan with a 403(b) plan for employees hired after said agreement takes effect (Note: Employees with a hire date prior to the new 403(b) plan agreement will continue to be enrolled in PSER’s) was made by J Leydig, seconded by C McKenzie, and carried. (Unan.)

This will take affect after PSER's approves it. There is a fee for setting up the plan and an annual fee which HOPE will be required to pay. Ryan and Joshua feel it will be beneficial financially and in hiring. It will allow retirees to work here. The Plan is straightforward.

Finance: None

Policies: None

Personnel:

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

This includes a resignation of Jennie Hetzer as the representative to the Board. It approves Mrs. Morrissee to be a homebound instructor effective March 31 for up to 5 hours per week per assigned students. Tyler Musselman will be a substitute maintenance worker. George Barton will serve as a grant writer. Pay for this service is reasonable. For example, if he writes a grant worth \$200,000 to \$400,000, it will take him approximately 40 to 50 hours of time, and he will charge HOPE \$1,100.

Food Service: None

Technology: None

Athletics/Transportation: None

Maintenance: None

Instruction: A motion to approve to grant high school credits to students who successfully complete advanced classes prior to 9th grade was made by C McKenzie, seconded by J Spiker, and carried. (Unan.)

This currently affects two students who took geometry in 8th grade. The concern is that they would not have enough math credits for graduation if the Board does not grant this.

A motion to approve the preliminary walk-list for the graduating Class of 2016, as per document in Google Drive, was made by C McKenzie, seconded by J Leydig, and carried. (Unan.)

This document lists everyone. "One or two students are pushing the limits, but we think they will get it together." Hopefully this is the same list we see for final approval.

General Operations: A motion to approve the 2016-2017 School Calendar, as per document in Google Drive, and to approve 12 month employees to begin working summer hours on Monday, June 6, 2016, was made by J Leydig, seconded by R Scritchfield, and carried. (Unan.)

We have received Bedford's calendar. Their calendar is very similar to ours. We feel comfortable with our calendar. One thing on the calendar was changed since the last time it was presented.

A motion to approve for Dr. Otis and/or Mr. Vent's summer hours to consist of one (1) day per week as needed, Monday through Thursday, and to approve the 12 month holiday schedule, as per document in Google Drive, was made by J Spiker, seconded by C McKenzie, and carried. (Unan.)

Dr. Otis and Mr. Vent work a lot from home. The holidays are the same as last year, except we gave employees off Friday, December 23, and they will have the whole day off on the day before Thanksgiving.

21st Century: None

Miscellaneous: A motion to approve to determine Valedictorian, Salutatorian, and Honorable Mention for the Class of 2016 after grades are received from all college courses or no later than May 23, 2016, whichever comes first, was made by J Spiker, seconded by J Leydig.

HOPE has always determined these awards based on the end of the third 9 weeks' marking period. Many students take college classes, and they don't get grades until after the class. "We want the awards to be more accurate of the final grades and get the awards right."

After discussion, R Scritchfield made a motion, seconded by J Leydig, to table the motion.

A motion to approve the 2016 Summer Camp Program to be held during the weeks of June 13-16, 2016; June 20-23, 2016; and June 27-30, 2016, as per the document in Google Drive, was made by C McKenzie, seconded by J Leydig, and carried. (Unan.)

The camp will run from 8:30 a.m. to 1:00 p.m.

Public comment: None

Executive Session: At 6:28 p.m. R Schritchfield made a motion for the Board to enter into executive session for pending litigation, seconded by J Leydig, and carried. (Unan.)

The Board entered back into public session at 7:15 p.m.

A motion to approve the settlement proposal with Mrs. Malynda Maurer and the terms contained therein, subject to it being put in writing and signed by both parties, was made by J Leydig, seconded by C McKenzie. A roll call vote was taken. Motion carried.

Jerry Leydig – Yes
Ron Scritchfield – Yes
Jessie Spiker -- Yes
Christine McKenzie -- Yes
Brigette Emerick – Yes

At 7:16 p.m. R Scritchfield made a motion, seconded by C McKenzie, to adjourn the meeting.

Submitted by Thea Hosselrode
Board Administrative Assistant