

**MINUTES OF THE MONTHLY MEETING OF THE
BOARD OF DIRECTORS
OF
KEYSTONE EDUCATION CENTER
CHARTER SCHOOL
425 South Good Hope Road
Greenville, Pennsylvania 16125**

The meeting of the directors was held on January 11, 2018, at the Keystone Education Center Charter School Middle School, 60 Shenango Street, Greenville, PA. A quorum being present, the meeting was called to order at 8:30 a.m.

WHEREAS, the undersigned being all of the directors of the above named corporation, who held the meeting of the Board of Directors on January 11, 2018, the items following are the Resolutions adopted as a result of such meeting and an attempt to summarize or capsulize the discussions and topics discussed at said meeting.

DIRECTORS PRESENT:

Mr. Mark Ferrara, Superintendent, Greenville Area School District
Ms. Dawn Gerrish, Parent Representative
Mr. Todd Hedderick, Assistant Director of Operations, Keystone Adolescent Center, Inc.
Mr. John Sibeto, Superintendent, Reynolds School District
Dr. Frank Stratiff, Community Representative

DIRECTORS ABSENT:

None

OTHERS PRESENT:

Joanna Faber, Administrative Assistant/Board Secretary
James T. Gentile, Director of Finance
Michael P. Gentile, Chief Executive Officer
Robert S. Gentile, Director of Personnel
Joe Joseph, School Solicitor
Connie Timashenka, Director of Special Education

OTHERS ABSENT:

None

VISITORS PRESENT:

None

AGENDA:

- Roll Call
- Pledge of Allegiance
- Approval of Minutes
- Chief Executive Officer's Report
- Personnel
- Financial Report
- Bills Presented for Payment
- Hearing of Visitors
- Old Business
- New Business
- Adjournment

APPROVAL OF MINUTES:

- ◆ Motion made by Dawn Gerrish that the minutes of the November 9, 2017 Keystone Education Center Charter School board meeting be approved as submitted; seconded by Todd Hedderick; approved 5-0.

CHIEF EXECUTIVE OFFICER'S REPORT:

- ◆ Introduced new Special Education Director Connie Timashenka to the Board.
- ◆ Enrollment Numbers/Breakdown as of January 10, 2018 (handout distributed):

	Total	Reynolds	Greenville
Students	195	14	26
Special Ed	73	5	14
High School	165	14	23
Middle School	30	0	3
Career Center	8	0	3
Homebound	0	0	0
KEY Academy	17	1	1
- ◆ Update given on new programs implemented this school year:
 - RENEW – Drop-out Prevention Program
 - Lion's Quest – Emotional Support Curriculum
- ◆ Discussed the Police Contract between West Salem Township and Greenville Borough which passed in late December.
- ◆ Heard a report from Teacher Rick Blackburn on the after-school program.
- ◆ Connie Timashenka and Mike Gentile attended the Region 5 Workshop for Homelessness and Foster Care on November 10, 2017.
- ◆ Ed MacElroy attended a Priority Schools Networking Training at AIU3 on November 13, 2017.
- ◆ Great turn-out for Honors Breakfast held in November.
- ◆ Distributed Statements of Financial Interest forms to all board members.
- ◆ ARL Linda Nelson visited Keystone on November 20, 2017, and again on December 18, 2017.
- ◆ Thanksgiving-In-A-Bag Project was a success. Thanksgiving dinner was provided to over 30 families.
- ◆ Distributed Keystone Quarterly (winter edition) to all members.

- ◆ Middle School students attended a Career Fair at Hickory VFW on November 21, 2017.
- ◆ PDE site visit held on November 29, 2017, with Elizabeth Shotwell (William Penn Fellow) and Dr. Debra Heath-Thornton (new Chief of the Division of Charter Schools).
- ◆ 10th, 11th, and 12th Grade students attended Laurel Technical Institute (LTI) on December 1, 2017.
- ◆ On December 7, 2017, Keystone Charter School hosted a College/Career Fair in the High School gymnasium.
- ◆ Biology Keystone Exams were administered on December 12 – 15, 2017. Algebra and Literature will be held January 9 – 18, 2018.
- ◆ Two hour delays were held on December 14, 2017, and January 3, 2018. School was closed on January 5, 2018.
- ◆ Keystone Kids Christmas Shopping Spree was held on December 18, 2017, and the students were caroling at St. Paul Homes on December 21, 2017.
- ◆ Ana Meyers, Executive Director of the PA Coalition of Public Charter Schools (PCPCS) will be our Keynote Speaker at Graduation on June 1, 2018.
- ◆ Recognized the following Keystone High School students of the 9 weeks for their outstanding academic achievement:
 - 9th grade: Chris Shelatree and Chris Rockburn
 - 10th grade: Barbara Griffith and Annabelle Haynes
 - 11th grade: Mckel Hyman and Dakota Bayles
 - 12th grade: William Price and Destiny Tribble
- ◆ Recognized 4 Keystone Middle School Students of the Month.

UPCOMING EVENTS:

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|---------------------------|---|
| ◆ January 15 | In-Service – Act 71, Suicide Prevention |
| ◆ January 16 | RENEW Training with Mike Minor |
| ◆ January 9 – 18 | Keystone Exams |
| ◆ January 29 – February 2 | Spirit Week |
| ◆ January 30 | Honors Breakfast |
| ◆ February 2 | Awards Assembly and School Dance |
| ◆ February 19 | Snow Make-up Day from January 5 |

PERSONNEL:

- ◆ Currently searching for a full-time Teacher Aide/Lab Proctor.
- ◆ Motion made by Dawn Gerrish to approve Mike Gentile to attend the National Charter School Conference in Austin, TX from June 17 – 20, 2018; seconded by John Sibeto; approved 5-0.

FINANCIAL REPORT:

- ◆ October and November bank statements were reconciled with no problems to report.
- ◆ November and December payroll taxes were completed.
- ◆ All school districts were invoiced for November and December. The totals were \$313,331 for November and \$263,366 for December.
- ◆ Federal Programs Update: Joanna Faber submitted all Federal Program Quarterly Reports (Title I-A, I-D, II, School Intervention).
- ◆ IDEA Budget and Bi-Annual Invoice were completed.

- ◆ An updated Capitalization Policy was presented. Motion made by John Sibeto to approve the Capitalization Policy; seconded by Todd Hedderick; approved 4-0 (Mark Ferrara stepped out).
- ◆ The Treasurer's Report as of January 11, 2018, was reviewed. Motion made by Dawn Gerrish to approve the report; seconded by Frank Stratiff; approved 4-0.

BILLS PRESENTED FOR PAYMENT:

- ◆ Board members received a copy of the bills presented for payment. Motion made by Frank Stratiff to approve the bills for payment; seconded by Todd Hedderick; approved 4-0.

HEARING OF VISITORS:

- ◆ None

OLD BUSINESS:

- ◆ None

NEW BUSINESS:

- ◆ Set the next Keystone Education Center Charter School Board Meeting for Thursday, March 8, 2018, at 8:30 a.m. at the Keystone Main Office, 201 Main Street, Greenville, PA.

ADJOURNMENT:

- ◆ Motion made by Dawn Gerrish to adjourn the Keystone Education Center Charter School Board of Directors meeting at 9:30 a.m.; seconded by John Sibeto; approved 5-0.