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REGULAR MEETING MINUTES
Thursday, October 13, 2022

I. Call to Order and Pledge of Allegiance

The Board of School Directors of the Premier Arts & Science Charter School held a regular meeting on Thursday, October 13, 2022, via Zoom, pursuant to due notice to each Board Member. Pamela Spencer, President, Board of School Directors, called the meeting to order at 6:05 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Yohance Green	Present
Pamela Spencer	Present
Franklin Gantz	Present
Carmen Calderon	Absent

Present:

Sharon Thomas, Interim COO

III. Approval of Agenda (Amended to include Board members positions & roles)

Motion: Mr. Gantz moved to approve the agenda with amendment

Second: Mr. Green

Discussion: None

Roll Call:

Mr. Green	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Gantz	Yes	Motion Carried

IV. Approval of Minutes

A. Regular Board Meeting Minutes – September 15, 2022

Tabled due to motion not moving forward

V. Public Comments

None

VI. Action Items

A. Bruce Smith, Sr. – Administrative Services – 2021 – 2022 Invoice

Tabled until next month's meeting

B. Job Descriptions

- a. Classroom Monitor
- b. Dean of Students to Climate and Culture Coordinator (update)
- c. Essential Services Coordinator (update)
- d. Social Media Coordinator to Communications Coordinator (update)

Motion: Mr. Green moved to approve 3 of the four job descriptions.

Second: Mr. Gantz

Discussion: Need more information on the Classroom Monitor certification

Roll Call:

Mr. Green	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Gantz	Yes	Motion Carried

*Classroom Monitor job description was tabled until the next board meeting

C. Spanish Translation Services – Stipend

- a. Laury Corish - \$2,000/school year
- b. Ezequiela Garcia - \$2,000/school year

Motion: Mr. Gantz moved to approve the Spanish Translation Services - Stipend

Second: Mr. Green

Discussion: None

Roll Call:

Mr. Green	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Gantz	Yes	Motion Carried

VII. Updates

A. Approval of Personnel Committee Report

Motion: Mr. Gantz moved to approve the Personnel Committee Report

Second: Mr. Green

Discussion: None

Roll Call:

Mr. Green	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Gantz	Yes	Motion Carried

B. Approval of Finance Committee Report including the Monthly Financial Results as of September 30, 2022

Motion: Mr. Gantz moved to approve the Finance Committee Report Including the Monthly Financial Results as of September 30, 2022

Second: Mr. Green

Discussion: None

Roll Call:

Mr. Green	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Gantz	Yes	Motion Carried

C. Approval of Educational Advisory Committee Report

No report

D. Approval of Interim COO Monthly Report

1. Construction Report:

No heavy/significant maintenance work since last Board meeting.

***All of the above will be brought before Finance Committee (and approved by the Board, where necessary).**

1. Financial Report

Balance in petty cash account as of September 30, 2022, is \$138,198.00. Balance in the BB&T Food Service account is \$453,188.00. Balance in the BB&T Operating account is \$742,260.00. Balance in the BB&T Activities account is \$2,703.00.

2. Grant Report

None

3. Hiring Report

The following are new hiring recommendations:

Alexis Deimler Teacher (2nd) (Full-time; \$45,000) 10/26/22

Lisa-Marie Herbert Teacher (3rd) (Full-time; \$45,000) 11/01/22

Mary Allen Teacher (2nd) (Full-time; \$40,000) 10/13/22

Resignations/Terminations:

Briana Britton Teacher (K) update: October 14, 2022

It is recommended that the following changes be made to staff positions:
Debra Napper Building Substitute (2nd to K) Same salary TBD

Volunteers:
None

4. Enrollment Report – 2022-2023 SY
We are currently at 163 enrolled
5. Charter School Status Report

2022– 2023 Student Enrollment & Recruitment

- **Student Enrollment 2022-2023**
Applications are currently being accepted for 2022 – 2023 SY!
 - As of October 12, 2022, we have a total of 163 students (returning and new students).
 - 139 of 163 from Harrisburg School District (HBGSD)
 - Serving 7 school districts
 - Available slots mostly in 3rd grades
 - Recruitment efforts are underway and will go until reach capacity of 180 students – via local community events, front of school, and door-to-door efforts within HBGSD
 - Working with Postal Discounters for a targeted marketing with school mailer

Covid Updates

Highlights are as follows:

- As of 10/12/2022: Zero known positive cases of COVID-19
- As of 10/12/2022: Dauphin County COVID rate of transmission is LOW
- Still mask-optional, at this time. Reminder to families to monitor child(ren)'s health and strongly consider keeping child(ren) home when sick.

Executive Leadership Team

Working to hire and develop teachers and staff; to complete the Charter Renewal Application with the Harrisburg School District (HBGSD); to review and submit pertinent reports, and discussing Teacher Induction Program and Student Teacher Program details

Principal's Report:
Presented by Mr. Washington

Educational Consultant Report:
No report

**Administrative and Leadership Team Report:
Presented by Ms. Marshall**

Tabled due to a board member leaving the meeting so there was no Quorum

**VIII. Additional Business Discussion Items
None**

IX. Old Business

a. Staff Disciplinary Action – Essential Services Coordinator - Resolved

**X. Executive Session – Personnel Matter – Dean of Students and Instructional
Aide/Teacher Trainer – Staff Disciplinary Action**

Tabled due to a board member leaving the meeting so there was no Quorum

XI. Public Comments

**A parent inquired about if the board would be resuming the board meetings
In person**

XII. Adjournment

Motion: Mr. Gantz moved to adjourn at 7:07 p.m.

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Spencer Yes (2) Yes

Mr. Gantz Yes (0) No

Motion Carried