



# Sugar Valley Rural Charter School

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## Board of Trustees Meeting June 22, 2021

The Sugar Valley Rural Charter School Board of Trustees held a voting Board Meeting on Tuesday, June 22, 2021. Ms. Doyle called the meeting to order at 4:10p.m.

### Roll Call

<b>Ms. Garverick</b>	<b>Absent</b>	<b>Ms. Meixel</b>	<b>Present</b>
<b>Ms. Downing</b>	<b>Present</b>	<b>Ms. Mitchell</b>	<b>Present</b>
<b>Mr. Miller</b>	<b>Present</b>	Mr. Smith	Present
<b>Mr. Rossman</b>	<b>Present</b>	Ms. Mauck	Present
<b>Ms. Doyle</b>	<b>Present</b>	Ms. Weaver	Present

### HEARING OF VISITOR

#### Minutes

1. Resolved that the Board of Trustees approve the minutes of the regular meeting held on Tuesday, May 18, 2021. Ms. Downing moved, seconded by Mr. Rossman. Motion passed (6-0).

#### Finance

1. Resolved that the Board of Trustees approve the payment of bills from the general account (05/21/2021 – 06/07/2021) in the amount of \$231,420.32 and from the cafeteria account (05/21/2021 – 06/07/2021) in the amount of \$11,041.12 as presented.

#### Action Items

1. Resolved that the Board of Trustees approve the final budget for 2021-2022. Mr. Rossman moved, seconded by Mr. Miller. Motion passed (6-0).
2. Resolved that the Board of Trustees approve the payment of \$32,500.00 for staff Longevity Bonuses per email vote May 25, 2021. Mr. Miller moved, seconded by Mr. Rossman. Motion passed (6-0).
3. Resolved that the Board of Trustees approve Charles Litz as a baseball book keeper at \$40.00 per game per email vote June 8, 2021. Mr. Rossman moved, seconded by Ms. Downing. Motion passed (6-0).
4. Resolved that the Board of Trustees approve stipend of \$560.00 for Charles Litz as baseball book keeper per email vote June 8, 2021. Mr. Rossman moved, seconded by Ms. Downing. Motion passed (6-0).
5. Resolved that the Board of Trustees approve the following job descriptions per email vote June 7, 2021.
  - Athletic Secretary/Teacher Assistant
  - ParaProfessional

Ms. Doyle moved, seconded by Ms. Downing. Motion passed (6-0).

6. Resolved that the Board of Trustees approve Tanya Miller-Mitchell as a van driver at \$12.00 an hour per email vote May 27, 2021. Mr. Miller moved, seconded by Ms. Meixel. Motion passed (6-0).
7. Resolved that the Board of Trustees approve Patsy Quay as a van driver at \$12.00 an hour per email vote May 27, 2021. Mr. Rossman moved, seconded by Ms. Downing. Motion passed (6-0).
8. Resolved that the Board of Trustees approve Joan Walizer as a Teacher at \$40,760.00 a year with benefits for 2021-2022 school year. Ms. Downing moved, seconded by Mr. Rossman. Motion passed (6-0).
9. Resolved that the Board of Trustees approve engagement letter with Margaret McCluskey. Mr. Miller moved, seconded by Mr. Rossman. Motion passed (6-0).
10. Resolved, that the Board of Trustees approve the 2021-2022 school improvement plan. Ms. Doyle moved, seconded by Ms. Downing. Motion passed (5-1).
11. Resolved, that the Board of Trustees approve the staff renewal list. Ms. Downing moved, seconded by Ms. Meixel, Mr. Miller abstained. Motion passed (5-0-1).
12. Resolved that the Board of Trustees accept the resignation of JT Bitner as Athletic Director. Ms. Meixel moved, seconded by Mr. Miller. Motion passed (6-0).

13. Resolved that the Board of Trustees approve affiliation agreement with Lock Haven University. Ms. Downing moved, seconded by Mr. Rossman. Motion passed (6-0).
14. Resolved that the Board of Trustees approve the following payments for gym project to be paid by JSSB:
  - \$10,098.37 to HLA
  - \$12,357.52 to HLA
  - \$240,165.58 to Lobar
  - \$68,653.37 to TRA
  - \$63,279.39 to Allied Mechanical
  - \$37,958.31 to Silvertip
  - \$315.00 to CMT LabsMs. Downing moved, seconded by Mr. Miller. Motion passed (6-0).
15. Resolved that the Board of Trustees approve contract with CodeHS for \$5,200.00 for coding platform. Mr. Rossman moved, seconded by Ms. Downing. Motion passed (6-0).
16. Resolved that the Board of Trustees approve the following payments:
  - \$6,194.10 to Cloudcast for 18 Ubiquity wireless access points to upgrade existing WiFi and 4 Ubiquity wireless access points for new gym project. Prices are from PEPPM state contract category 2 E-Rate.
  - \$1,350.00 to BNI for installation and configuration of Ubiquity WAPs
  - \$4,100.00 to BNI for security camera installation and configuration
  - \$5,900.00 to BNI for gym network termination, WAP installation and configuration
  - \$5,950.00 to BNI for network expansion from current campus to new gym
  - \$5,500.00 to BNI for 4 months network support and transition to SVRCS Network Administrator
  - \$7,692.00 to A1 Security Cameras for 20 security cameras and installation equipment for gym building
  - \$6,500.00 to Staples Advantage for storage cabinets for TechMs. Doyle moved, seconded by Mr. Miller. Motion passed (6-0).
17. Resolved that the Board of Trustees approve the Network Manager job description. Mr. Rossman moved, seconded by Ms. Meixel. Motion passed (6-0).
18. Resolved that the Board of Trustees approve Bradley Snyder as Network Manager at \$45,000 year with benefits. Mr. Rossman moved, seconded by Ms. Downing. Motion passed (6-0).
19. Resolved that the Board of Trustees approve the 2021-2022 Instructional Schedule. Ms. Doyle moved, seconded by Ms. Meixel. Motion passed (6-0).
20. Resolved that the Board of Trustees approve the 2021-2022 Emergency Instructional Time Template. Ms. Downing moved, seconded by Mr. Miller. Motion passed (6-0).
21. Resolved that the Board of Trustees uncommit and unassign any previously committed and assigned funds from the fund balance. Mr. Miller moved, seconded by Ms. Meixel. Motion passed (6-0).
22. Resolved that the Board of Trustees approve the following fund balance commitments:
  - \$1,000,000 for mortgage retainer
  - \$1,000,000 for summer payroll and benefits
  - \$1,000,000 for summer operating expenses
  - \$2,000,000 for capital acquisitionsMs. Downing moved, seconded by Mr. Miller. Motion passed (6-0).
23. Resolved that the Board of Trustees approve the following change orders for gym project.
  - Change order 2 – Silvertip
  - Change order 4 – TRA
  - Change order 6 – Lobar
  - Change order 6.1 – LobarMs. Downing moved, seconded by Mr. Rossman. Motion passed (6-0).
24. Resolved that the Board of Trustees approve the maintenance agreement with CVC Mechanical Contractors, Inc. for the period of July 2021 – June 2022. Ms. Downing moved, seconded by Ms. Meixel. Motion passed (6-0).

## Informational Items

The unused personal day payment is \$32,175.00.  
Board was given the health and safety plan for review.  
Executive session was held after meeting and on June 2.

### **Committee Reports**

**Property** – Mr. Miller, Ms. Downing, Mr. Deavor, Ms. Kennedy  
Board was taken on a tour of the new building  
Ramp to A building was replaced  
Clearing staff out of trailers so they can be removed this summer

**Community Involvement** – Ms. Downing, Ms. Mitchell, Mr. Stugart, Ms. Nixon  
Someone has expressed interest in the community liaison position

**Curriculum** – Mr. Rossman, Ms. Doyle, Ms. Kennedy, Ms. Hampton, Mr. Stugart, Mr. Phillips  
None

**VoTech/Ag/Env.** – Ms. Doyle, Ms. Meixel, Mr. Bechdel, Ms. Nixon  
Three teams will be going to nationals for FFA

**Finance** – Ms. Garverick, Mr. Miller, Ms. Weaver, Mr. Deavor, Ms. Kennedy, Ms. Mauck  
Budget was approved

**Personnel** – Ms. Mitchell, Ms. Garverick, Ms. Kennedy, Ms. Hampton  
ESSER funding position is being developed and funding will cover three years

**Policy** – Ms. Meixel, Ms. Garverick, Ms. Downing, Ms. Kennedy  
Summer project is to review every policy

**Charter Renewal** – Mr. Rossman, Ms. Garverick, Ms. Nixon, Ms. Hampton  
None

### **Administrative Report**

Planning for next school year  
Closing out 20-21 school year  
We have 70 kids on our wait list currently  
36 Seniors graduated June 9  
Activity Periods will return next year  
Upgrading our Financial/Personnel System this summer  
Finalizing bill of sale with SVCC  
A number of camps will be happening on campus throughout the summer

### **Solicitor's Report**

None

### **Executive Director's Report**

None

### **Secretary/Treasurer Report**

Next meeting July 6 at 3:30

### **Adjournment:**

Ms. Doyle moved, seconded by Mr. Miller at 5:20pm. Motion passed (6-0).

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Mary Jude Weaver  
Board Secretary/Treasurer