

**Premier Arts and Science Charter School
Board of Trustees
Regular Meeting Minutes
Thursday, August 13, 2020
6:00 P.M.
AGENDA**

- I. Call to order and Pledge of Allegiance
- II. Roll Call and Announcements
- III. Approval of Agenda
- IV. Approval of Minutes
 - Regular Board Meeting Minutes – July 15, 2020
 - Special Board Meeting Minutes – July 30, 2020
- V. Public Comments
- VI. Action Items
 - A. Approval of CAIU ESL Contract
- VII. Updates
 - A. Personnel Committee Report
 - B. Finance Committee Report
 - C. Education Advisory Committee Report
 - D. CAO Monthly Reports
 - 1. Construction/Building Maintenance Report
 - 2. Financial Report
 - 3. Hiring Report
 - 4. Enrollment Report
 - 5. Charter School Status Report
 - a. Principal's Report
 - b. Educational Consultant's Report
 - c. Administrative Team's Report
- VIII. Additional Business Discussion Items
- IX. Old Business
- X. Public Comments
- XI. Adjournment

ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pascs500@yahoo.com; www.pascs.net

SPECIAL BOARD MEETING MINUTES
Thursday, July 30, 2020

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of School Directors of the Premier Arts & Science Charter School held a Special Board Meeting on Thursday, July 30, 2020 via Zoom pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:32 p.m.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO
Thomas Fitzpatrick, Solicitor

Absent:

Sultan Ali

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the Agenda

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Spencer	Yes	

IV. Public Comments:

None

V. Action Items

A. Approval of Health and Safety Plan

Motion: Ms. Spencer moved to approve the Health and Safety Plan.

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Spencer	Yes	

B. Approval of Emergency Instructional Time

1. Signatures

2. Minutes

Motion: Ms. Spencer moved to approve the Emergency Instructional Time

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Spencer	Yes	

C. Expulsion Hearing Schedule

Discussion: The hearing should be held before the start of the school year. Ms. Smith-Lewis (Principal) will set up the meeting with the parents, then advise the board members of the scheduled meeting time.

VI. Updates

None

VII. Additional Business Discussion Items

Thomas Fitzpatrick gave a brief update on the Charter renewal.

VIII. Old Business Discussion Items

None

IX. Public Comments

Ms. Tonya asked if a date has been determined for the first day of school.

X. Adjournment

Motion: Ms. Spencer moved to adjourn at 7:01 p.m.

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Calderon	Yes	(4) Yes
Mr. Hicks Sr.	Yes	(0) No
Ms. Lumpkin	Yes	Motion Carried
Ms. Spencer	Yes	

ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pasc500@yahoo.com; www.pasc.net

REGULAR MEETING MINUTES
Wednesday, July 15, 2020
Rescheduled from Thursday, July 9, 2020

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 Wednesday, July 15, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:04 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO
Thomas Fitzpatrick, Solicitor

Absent:

Sultan Ali

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda.

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

IV. Approval of Minutes – June 11, 2020

Motion: Ms. Lumpkin moved to approve the minutes

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

V. Public Comments

None

VI. Action Items

A. Business Managers Report

Motion: Ms. Calderon moved to approve the Business Managers Report

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

Monthly Financial Results -Check Ledgers

Motion: Ms. Calderon moved to approve the Financial Results – Check Ledgers

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Consultant Contract Approval – Dr. Christian Anderson

Motion: Ms. Spencer moved to approve the Consultant Contract

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

C. Approval of Calendar Revisions

Motion: Ms. Lumpkin moved to approve the Calendar Revisions

Second: Ms. Calderon

Discussion: Add information about transportation in the parents letters

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

VII. Updates

A. Personnel Committee Report:

Motion: Ms. Spencer moved to approve the Personnel Committee Report

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Finance Committee Report

Motion: Ms. Spencer moved to approve the Finance Committee Report

Second: Ms. Calderon

Discussion: Also approved invoices from KIT

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

C. Education Advisory Committee Report

Motion: Ms. Calderon moved to approve the Education Advisory Committee Report

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

D. CAO Monthly Reports:

1. Construction/Building Maintenance Report

Replacement of the floor tiles in the first floor hallway and in the first floor classroom has been completed. Floor tiles have been replaced in the second floor girl's bathroom and in the boy's bathroom as well.

2. Financial Report

Balance in petty cash account as of July 6, 2020 is \$20,085.23. Balance in the BB&T Food Service account is \$778,791.24. Balance in the BB&T Operating account is \$1,009,919.76

3. Grant Report

With the help of Repice and Taylor, Premier applied for the COVID-19 School Health and Safety Grant

4. Hiring Report

2020 – 2021 School Year

The following are new hiring recommendations:

Terrence Jackson – Crossing Guard at a rate of \$19.50 per hour

Instructional Coach – Position to be posted, at a rate of \$62,000 annually

Maintenance – Position to be posted, at a rate of \$14.00 per hour

Resignations:

Spanish teacher – Ms. Alpoyanis

It is recommended that the following changes be made to staff positions
Vita Alpoyanis – Spanish teacher – not return for the 2020 – 2021 school year, no Spanish class

Anthony Day – Crossing guard – not return for the 2020 – 2021 school year

Patricia Whitehead-Myers – rate change from \$19.50 per hour to \$21.00 per hour

5. Enrollment Report

We are currently at 207 enrolled

6. Charter School Calendar (Approval of Revisions/Letter to Parents)

7. Charter School Status Report

Administration has begun the collection of computer devices from students who were loaned chromebooks for online learning during the pandemic. While the majority of the chromebooks were returned, there are still some chromebooks that need to be returned, and a few that were returned but are in need of repair.

Grab and Go breakfast and lunch meals distribution ended as scheduled, on Friday June 12, 2020.

An Executive Session was held on June 22, 2020 to discuss school renewal strategy.

On Saturday, June 27th, a Graduation Celebration was held for the 5th grade students and their families.

The Extended School year program will begin Monday July 13, 2020.

As directed by PDE, the Charter School has established a Pandemic Team to create a Health and Safety Plan which will serve as the local guidelines for instructional and non-instructional school reopening activities.

The following are preliminary suggestions from the Pandemic Team and need Board approval:

First two weeks of school will begin with online instruction on August 24, 2020.

In-person instruction for the 2020 – 2021 school year will begin Tuesday, September 8 instead of Monday, August 24, 2020.

Instruction will be a blended program with two days of in-school instruction and three days of online instruction. Friday's will include additional support for special education programming.

PASCS is seeking a partnership with Premier Learning Center to support families who need daycare when students are not scheduled for in-person instruction.

**Principal's Report:
Presented by the principal Ms. Querida Smith-Lewis**

Educational Consultant Report: None

**Administrative and Leadership Team Report:
Presented by Ms. Sharon Thomas**

**Motion: Ms. Spencer moved to approve the CAO report
Second: Ms. Lumpkin**

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Ms. Lumpkin	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

VIII. Additional Business Discussion Items

A. Letter to board member

IX. Old Business Discussion Items

None

X. Public Comments

None

XI. Adjournment

Motion: Ms. Lumpkin moved to adjourn at 6:58 p.m.

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Mr. Hicks Sr.	Yes	(0) No
Ms. Lumpkin	Yes	Motion Carried
Ms. Calderon	Yes	

**Premier Arts and Science Charter School
Board of Trustees
Regular Meeting Minutes
Thursday, September 10, 2020
6:00 P.M.
AGENDA**

- I. Call to order and Pledge of Allegiance**
- II. Roll Call and Announcements**
- III. Approval of Agenda**
- IV. Approval of Minutes
Regular Board Meeting Minutes – August 13, 2020**
- V. Public Comments**
- VI. Action Items**
 - A. Monthly Financial Results as of August 31, 2020**
 - B. Employee Contracts Approval**
 - C. Liability Release Waiver Approval**
- VII. Updates**
 - A. Personnel Committee Report**
 - B. Finance Committee Report**
 - C. Education Advisory Committee Report**
 - D. CAO Monthly Reports**
 - 1. Construction/Building Maintenance Report**
 - 2. Financial Report**
 - 3. Hiring Report**
 - 4. Enrollment Report**
 - 5. Charter School Status Report**
 - a. Principal's Report**
 - b. Educational Consultant's Report**
 - c. Administrative Team's Report**
- VIII. Additional Business Discussion Items**
- IX. Old Business**
- X. Public Comments**
- XI. Adjournment**

 PREMIER
ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pasc500@yahoo.com; www.pasc.net

REGULAR MEETING MINUTES
Thursday, August 13, 2020

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, August 13, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:01 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO
Thomas Fitzpatrick, Solicitor

Absent:

Sultan Ali

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda adding Executive Session.

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

IV. Approval of Minutes – July 15, 2020

Motion: Ms. Spencer moved to approve the minutes

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

Approval of Special Board Meeting Minutes – July 30, 2020

Motion: Ms. Spencer moved to approve the minutes

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

V. Public Comments

None

VI. Action Items

A. Approval of CAIU ESL Contract

Motion: Ms. Calderon moved to approve the CAIU ESL Contract

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

VII. Updates

A. Personnel Committee Report:

Motion: Ms. Spencer moved to approve the Personnel Committee Report

Second: Ms. Calderon

Discussion: Position title should be changed to Instructional Coordinator not Instructional Coach

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Finance Committee Report

Motion: Ms. Spencer moved to approve the Finance Committee Report

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

C. Education Advisory Committee Report

No meeting was held

D. CAO Monthly Reports:

1. Construction/Building Maintenance Report

Construction on the small kitchen in the 1st grade classroom has begun and is near completion. The bathroom in the 4th grade classroom has been cleaned and painted and is ready for use.

ServPro is also building dividers for the tables in the cafeteria to help with social distancing during the Pandemic.

Painting and other minor repairs are ongoing in preparation for the reopening of school on August 17th, when the staff returns to the building.

2. Financial Report

Balance in petty cash account as of August 11, 2020 is \$19,890.23.

Balance in the BB&T Food Service account is \$670,573.69. Balance in the BB&T Operating account is \$785,718.40

3. Grant Report

None

4. Hiring Report

2020 – 2021 School Year

The following are new hiring recommendations:

Rachel Suter – 1st Grade Teacher at a rate of \$45,000 annually

Treena Sawyers – 1st Grade Teacher at a rate of \$45,000 annually

Ashley Stone – 4th Grade Teacher at a rate of \$45,000 annually

Eric Morrero – 4th Grade Teacher at a rate of \$45,000 annually

Jennifer Mock – Instructional Coordinator at a rate of \$62,000 annually

Rich Brown – Instructional Aide at a rate of \$27,500 annually
Lapreis Winstead – Instructional Aide at a rate of \$27,500 annually

Resignations:

Anastasia Heim – 1st Grade Teacher

It is recommended that the following changes be made to staff positions
None

5. Enrollment Report

We are currently at 206 enrolled

6. Charter School Calendar (Approval of Revisions/Letter to Parents)

7. Charter School Status Report

Administration is working on completing the inventory, labeling and assigning of chromebooks and tablets to be distributed to students before school begins.

The school is working in collaboration with the North 17th Street Church to coordinate Grab and Go breakfast and lunch meal distribution for students who will be learning virtually. The meal distribution is scheduled to begin August 24th.

The Health and Safety Plan and Emergency Instructional Time Template has been submitted to PDE and has been approved. A copy of the approval letter is included with this report.

Principal's Report:

Presented by the principal Ms. Querida Smith-Lewis

Educational Consultant Report: None

Administrative and Leadership Team Report:

Presented by Ms. Sharon Thomas

Motion: Ms. Spencer moved to approve the CAO report

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Ms. Lumpkin	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

VIII. Additional Business Discussion Items

Approval of the September 10th calendar change – moving back in the building for board meetings (Tabled)

IX. Old Business Discussion Items

- 1. No update from the School District**
- 2. COVID liability question**
- 3. Discussed when it is acceptable to make a student absent during the split schedule**

X. Public Comments

None

XI. Executive Sessions

Personnel Discussions

Motion: Ms. Spencer moved to go into Executive Session at 7:04 p.m. and we came out of Executive Sessions at 7:30 p.m.

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Mr. Hicks Sr.	Yes	(0) No
Ms. Lumpkin	Yes	Motion Carried
Ms. Calderon	Yes	

XII. Adjournment

Motion: Ms. Spencer moved to adjourn at 7:35 p.m.

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Mr. Hicks Sr.	Yes	(0) No
Ms. Lumpkin	Yes	Motion Carried
Ms. Calderon	Yes	

**Personnel Committee Meeting Minutes –
September 2020**

PREMIER
ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pascs500@yahoo.com; www.pascs.net

REGULAR MEETING MINUTES
Thursday, September 10, 2020

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, September 10, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:04 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

IV. Approval of Minutes – August 13, 2020

Motion: Ms. Spencer moved to approve the minutes

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
-------------	-----	---------

Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

V. Public Comments
None

VI. Action Items

A. Employee Contracts Approval

Motion: Ms. Spencer moved to approve employee contracts

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Liability Release Waiver Approval

Motion: Ms. Lumpkin moved to approve the liability release waiver

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

VII. Updates

A. Personnel Committee Report:

Motion: Ms. Spencer moved to approve the Personnel Committee Report

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Finance Committee Report

Motion: Ms. Spencer moved to approve the Finance Committee Report

Second: Ms. Calderon

Discussion: We went with Budget A

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

C. Education Advisory Committee Report

No meeting was held

D. CAO Monthly Reports:

1. Construction/Building Maintenance Report

Construction on the small kitchen in the 1st grade classroom is near completion. We are waiting on the electrician to attach the light fixture.

ServPro brought in the dividers that were built for the tables in the cafeteria to help with social distancing during remote learning. However, the measurements were incorrect, therefore, they had to be returned and adjusted. The dividers for the other areas were installed last Friday.

2. Financial Report

Balance in petty cash account as of September 8, 2020 is \$17,102.94.

Balance in the BB&T Food Service account is \$448,293.71. Balance in the BB&T Operating account is \$848,687.03

3. Grant Report

None

4. Hiring Report

2020 – 2021 School Year

The following are new hiring recommendations:

Terrence Jackson – Essential Services Coordinator - \$35,000 annually, awaiting Finance Committee recommendation.

Resignations:

None

It is recommended that the following changes be made to staff positions

None

5. Enrollment Report

We are currently at 207 enrolled

6. Charter School Status Report

The first day of in-person learning for Pod B began on Tuesday. Arrival and dismissal went smoothly. The first day of in-person learning for Pod A will begin on Wednesday.

The Charter School will no longer be working in collaboration with the North 17th Street Church to coordinate Grab and Go breakfast and lunch meal distribution for students who will be learning virtually. The Charter School will be distributing the meals itself.

The Charter School has received a complaint from the PHRC and has forwarded it to the Solicitor. We have responded to the complaint, and a copy will be mailed to the appropriate recipients on or before the deadline of September 29th. A copy of the complaint is included with this report.

The Charter School thanks Instructional Aide, Dwayne Marshall, for volunteering to act as a Safety Monitor for students during arrival and dismissal time. This is due to the fatal incident that occurred in the community involving a child in the neighborhood and a resident of the rooming house located in close proximity to the Charter School.

Principal's Report:

Presented by the principal Ms. Querida Smith-Lewis

Educational Consultant Report:

Presented by Dr. Anderson

Administrative and Leadership Team Report:

Presented by Mr. Smith

Motion: Ms. Spencer moved to approve the CAO report

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Ms. Lumpkin	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

VIII. Additional Business Discussion Items

1. Potential new board member
2. BBT Bank

IX. Old Business Discussion Items

1. Staff appreciation

X. Public Comments

None

XI. Adjournment

Motion: Ms. Spencer moved to adjourn at 7:13 p.m.

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
--------------------	------------	----------------

Mr. Hicks Sr.	Yes	(0) No
----------------------	------------	---------------

Ms. Lumpkin	Yes	Motion Carried
--------------------	------------	-----------------------

Ms. Calderon	Yes	
---------------------	------------	--



ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pascs500@yahoo.com; www.pascs.net

REGULAR MEETING MINUTES
Thursday, October 8, 2020

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 8, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:03 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO
Gregory Hartzell
Thomas Fitzpatrick, Solicitor

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

IV. Approval of Minutes – August 13, 2020

Motion: Ms. Spencer moved to approve the minutes

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

V. Public Comments

None

VI. Action Items

A. Monthly Financial Results as of September 30, 2020

Motion: Ms. Spencer moved to approve the monthly financial results as of September 30th, 2020

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Student Promotion and Retention Policy Revision Approval

Motion: Ms. Spencer moved to approve the student promotion and retention policy revision

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

C. Teacher Mentor Stipend Approval

Motion: Ms. Spencer moved to approve the teacher mentor stipend

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

D. Revolution Foods Agreement Approval

Motion: Ms. Spencer moved to approve the revolution foods agreement

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

VII. Updates

A. Personnel Committee Report:

Motion: Ms. Calderon moved to approve the Personnel Committee Report

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Calderon	Yes	(0) No
Ms. Spencer	Yes	Motion Carried
Mr. Hicks Sr.	Yes	

B. Finance Committee Report

Regular meeting is scheduled for 10/13/20

C. Education Advisory Committee Report

Included in the principal's report

D. CAO Monthly Reports:

1. Construction on the small kitchen in the 1st grade classroom has been completed.

The dividers/sneeze guards for the yellow tables in the cafeteria have been completed and are installed. The purpose of the dividers/sneeze guards is to promote social distancing during remote learning.

2. Financial Report

Balance in petty cash account as of October 5, 2020 is \$21,474.33.

Balance in the BB&T Food Service account is \$507,876.41. Balance in the BB&T Operating account is \$883,614.19

3. Grant Report

None

4. Hiring Report

2020 – 2021 School Year

The following are new hiring recommendations:

None

Resignations:

Melissa Betancourt (10/7/20)

It is recommended that the following changes be made to staff positions

None

5. Enrollment Report

We are currently at 204 enrolled

6. Charter School Status Report

The hybrid instruction model continues to work well for the Charter school. However, there have been requests from parents to change their students from blended to total remote and vice versa.

The Schoolwide Plan has been completed and submitted on time.

Tremendous thanks to Mr. Smith and Dr. Anderson for their excellent work and collaboration in assisting with the planning and timely completion of this report.

The Charter School is requesting approval to enter into an Agreement with Revolution Foods to provide lunch meal distribution for students who will be learning virtually. Each week we will provide 3 frozen lunches for blended learning students, and 5 frozen lunches for students who have opted for total remote learning. Parents must complete the lunch application process to participate in this program.

The Charter School met with Rep. Patty Kim and Police Commissioner Carter on September 6th to discuss school and neighborhood safety in light of the fatal incident that occurred in the community involving a child in the neighborhood and a resident of the rooming house located in close proximity to the Charter School. Rep. Kim facilitated the discussion. Also present were members of the Harrisburg Ujima Group (H. U. G.), who were the organizers of the discussion.

The Charter School would like to acknowledge and thank BB&T, now Truist, and Jeri Draghi Assistant Vice President, Branch Leader, for their generous donation of \$1,500 to the Charter school. The purpose of this donation is to assist with purchase of chromebooks for students to use either at home during remote learning, or at school during face-to-face learning. This will

allow the School to provide students with greater opportunities for academic success.

The CAO and School Administration are requesting approval to extend virtual learning for all students for an additional 4 days following the Thanksgiving break.

This year the Thanksgiving break is from Wednesday, November 25th through Monday, November 30th. However, with the extension, blended students will not return to the building on Tuesday, December 1th, but all students will remain online through Friday, December 4th.

This extension will apply to all staff, with the exception of maintenance, who will return to the building to conduct a thorough cleaning of the facilities. All other staff will work virtually as feasible.

Students will return to the hybrid schedule on Monday, December 7th, 2020. Staff will return to their regular schedule on Monday, December 7th, 2020 as well. This request is to allow for additional time for staff and students to “quarantine” at home before returning to school after family and social gatherings during the Thanksgiving break.

Principal’s Report:
Presented by Mrs. Smith

Educational Consultant Report:
Presented by Dr. Anderson

Administrative and Leadership Team Report:
Presented by Mr. Smith

Essential Services Coordinator Report:
Presented by Mrs. Smith

Motion: Ms. Spencer moved to approve the CAO report along with giving approval for Mrs. Smith to apply for a line of credit from BB&T and approving the extension of the Thanksgiving break to December 4th.

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
Ms. Lumpkin	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Ms. Calderon	Yes	

VIII. Additional Business Discussion Items

Mr. Thomas Fitzpatrick stated that there was no update from the Harrisburg School District regarding the Charter School renewal.

IX. Old Business Discussion Items

None

X. Public Comments

None

XI. Adjournment

Motion: Ms. Spencer moved to adjourn at 7:04 p.m.

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(3) Yes
--------------------	------------	----------------

Mr. Hicks Sr.	Yes	(0) No
----------------------	------------	---------------

Ms. Lumpkin	Yes	Motion Carried
--------------------	------------	-----------------------

Ms. Calderon	Had to leave	
---------------------	---------------------	--

ARTS & SCIENCE CHARTER SCHOOL
500 N 17th Street, Harrisburg, PA 17103
717-234-3200; pasc500@yahoo.com; www.pasc500.net

PERSONNEL COMMITTEE MEETING MINUTES
Tuesday, September 1, 2020

CALL TO ORDER

The Personnel Committee of the Premier Arts & Science Charter School held a regular meeting on Tuesday, September 1, 2020 via Zoom. Pamela Spencer chairman, called the meeting to order at 6:00 p.m.

Roll Call & Announcement

Roll Call:

Pamela Spencer	Present
Darlene Smith	Present
Bruce Smith Sr.	Present
Eric Hicks, Sr.	Absent
Terrance Jackson	Absent

- I. We discussed the Principal's recent health concerns. It was determined that further discussion with Ms. Smith-Lewis is warranted.
- II. We reviewed the Budget Revision which will be discussed at the finance committee meeting.
- III. **Adjournment**
We adjourned at 6:30 p.m.



REGULAR MEETING MINUTES
Thursday, November 12, 2020

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, November 12, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:01 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Absent
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO
Gregory Hartzell

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried

IV. Approval of Minutes – October 8, 2020

Motion: Ms. Lumpkin moved to approve the minutes

Second: Ms. Spencer

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(3) Yes
-------------	-----	---------

Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried

V. Public Comments
None

VI. Action Items

A. Monthly Financial Results as of October 31, 2020

Motion: Ms. Spencer moved to approve the monthly financial results as of October 31st, 2020

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried

VII. Updates

A. Personnel Committee Report:

No meeting was held due to the Election

B. Finance Committee Report

Included in the monthly financial results report

C. Education Advisory Committee Report

Included in the Educational Consultant Report

D. CAO Monthly Reports:

1. Sneeze guards are being ordered for the SPED offices, counseling offices, the cafeteria and for a number of student desks. This is to add an additional layer of protective equipment for staff and students. This will also assist with contact tracing in the event of a confirmed COVID-19 test.
2. Financial Report
Balance in petty cash account as of November 9, 2020 is \$21,479.33.
Balance in the BB&T Food Service account is \$423,829.36. Balance in the BB&T Operating account is \$761,487.35
3. Grant Report
None
4. Hiring Report
2020 – 2021 School Year

It is recommended that the following changes be made to staff positions
Querida Smith-Lewis – 1st Grade Teacher (Temporary)
Jen Mock – 1st Grade Teacher (Temporary)

5. Enrollment Report

We are currently at 204 enrolled

6. Charter School Status Report

The Charter School resumed the hybrid instruction model on Monday, November 2, 2020. The school had to go to 100% remote instruction from Tuesday, October 20, 2020 to Friday, October 30, 2020, due to a report of a positive COVID-19 test. Protocols are currently being implemented so that in the event of another positive COVID-19 test, the quarantine will be confined to identified close contacts only, which will decrease the need for a total building closure.

The Charter School is currently working on a list of documents requested by the Harrisburg school district as part of an annual document request from all charter schools by their authorizing district.

Principal's Report:

Presented by Mrs. Querida Smith- Lewis

Educational Consultant Report:

Presented by Dr. Anderson

Administrative and Leadership Team Report:

Presented by Mr. Smith

Motion: Ms. Spencer moved to approve the CAO report

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Spencer	Yes	(3) Yes
Ms. Lumpkin	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried

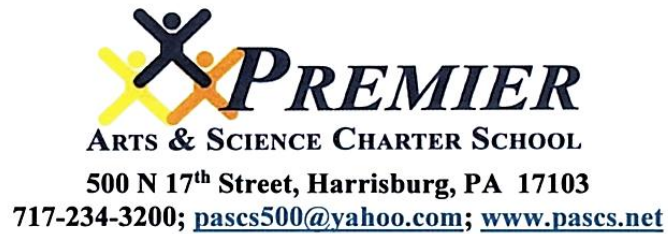
VIII. Additional Business Discussion Items
Discuss Member's First & BB&T proposals

IX. Old Business Discussion Items
None

X. Public Comments
None

XI. Adjournment
Motion: Ms. Spencer moved to adjourn at 6:32 p.m.
Second: Ms. Lumpkin
Discussion: None
Roll Call:

Ms. Spencer	Yes	(3) Yes
Mr. Hicks Sr.	Yes	(0) No
Ms. Lumpkin	Yes	Motion Carried



**SPECIAL MEETING MINUTES
Tuesday, December 1, 2020**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of School Directors of the Premier Arts & Science Charter School held a special meeting on Tuesday, December 1, 2020 Via Zoom, pursuant to due notice to each Board Member. Eric Hicks Sr., President, Board of School Directors, called the meeting to order at 6:02 p.m. followed by the flag salute.

II. Roll Call & Announcement

Roll Call:

Eric Hicks Sr.	Present
Carmen Calderon	Present
Dana Lumpkin	Present
Pamela Spencer	Present

Present:

Darlene Smith, CAO

III. Approval Of Agenda

Motion: Ms. Spencer moved to approve the agenda

Second: Ms. Lumpkin

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
Ms. Spencer	Yes	(0) No
Mr. Hicks Sr.	Yes	Motion Carried
Carmen Calderon	Yes	

IV. Public Comments

None

V. Action Items

A. Vote on Approval of Extended Remote Learning

December 4, 2020 – January 8, 2021, returning to hybrid on January 11, 2021

Motion: Ms. Spencer moved to approve the Extended Remote Learning

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Lumpkin	Yes	(4) Yes
--------------------	------------	----------------

Ms. Spencer	Yes	(0) No
--------------------	------------	---------------

Mr. Hicks Sr.	Yes	Motion Carried
----------------------	------------	-----------------------

Carmen Calderon	Yes	
------------------------	------------	--

VI. Additional Business Discussion Items

Ways to get additional Chromebooks

VII. Public Comments

A parent had questions regarding damaged Chromebooks

VIII. Adjournment

Motion: Ms. Spencer moved to adjourn at 6:40 p.m.

Second: Ms. Calderon

Discussion: None

Roll Call:

Ms. Spencer	Yes	(4) Yes
--------------------	------------	----------------

Mr. Hicks Sr.	Yes	(0) No
----------------------	------------	---------------

Ms. Lumpkin	Yes	Motion Carried
--------------------	------------	-----------------------

Ms. Calderon	Yes	
---------------------	------------	--