

Stone Valley Community Charter School

Meeting Minutes

July 13, 2023 6:30 p.m.

I. Attendees

A. Board Members: Matt Rohrbaugh, Brian Spicher, David Smead, Valarie Long, Ashley Suydam, Kendra Lapp

B. Staff: Cheryl Casner, Katie Rupert

II. Call to order at 6:35 pm

III. Approval of Minutes from June Meeting: Motion by Ashley, second by Kendra, approved

IV. Public comments: none

V. Board Business

A. Proposed Committee structure:

1. Executive Committee: to include academic policy and finance
2. Facilities
3. Volunteer: to include fundraising, community relations, and admissions

B. Cheryl's Proposal for Committee Chairs:

1. Val for Executive Committee, David for Facilities, and Kendra volunteer/parents.
2. Cheryl noted she has had kindergarten parents as about getting clearances to volunteer

VI. Finance Committee

A. [Report](#)

1. June [Check Detail](#)
2. June [Profit & Loss](#): Katie reported that there were no unusual expenditures. The biggest expenditures were subscriptions, all due in summer. All income is in from last school year so most of the activity right now is expenditures.
3. Kitchen staff & service: Huntingdon willing to do hot lunch. Seven or eight people applied for the kitchen position. Cheryl and Katie want to interview 4. HASD to provide components, kitchen staff to cook/assemble; HASD willing to help expand as we become able (i.e., we set the menu items as opposed to HASD). Deliveries will be 2x a week, preorders due by Wednesday each week for the following week. Students will no longer have microwave access (this will save on staff time and help accommodate the shift to kitchen service). Staff will continue to preorder lunches for kids receiving free/reduced lunches whose parents forget to order in time. Val asked about the possibility of just preordering for all students. Per Cheryl and Katie this wouldn't make sense until they know who typically brings lunch and who doesn't. The expectation is that there will be higher lunch participation with more menu variety. The wellness committee may have

input on menu options. Part of the change will result in the pantry and kitchen being closed off to general staff use. Staff to use the facilities in the break room, which is currently being set up for them

4. Insurance renewals: Insurances are renewing, Cheryl and Katie are doing the applications and getting it taken care of (adding new equipment, etc.). Premium raises minimal (\$40)
- B. Board Action- Approve June Expenditures Motion by Dave, seconded by Brian; approved.

VII. Education Director's Report –

- A. Champ Camp update: today was last day, it went well overall. Had about 20 kids participate.
- B. Updates: handbooks, expectations; in process, Matt is working on them. Send any comments to Matt or Cheryl.
- C. Speech therapy for 23-24, TIU can't provide due to staff shortage (down 5); can't find any, have 14 kids who need it as of now, looking at online options (not ideal, but best we can do)
- D. PCCD Physical Safety Grant anticipating \$26,000; conditionally approved, just need to get them some additional documentation (staff, etc.), using for Raptor visitor system, grant would cover it (\$2k or so for the first year), camera improvements could fall under grant
- E. Added item; Cub Scout meetings at school, group needs a chartering organization, proposal is for the School to be that organization. BSA provides insurance. Chartering agreement handed out for review. Motion to approve by Ashley, second by Dave; approved
- F. Board Action:
 1. Approve Substitutes for 23-24: Thomas Stroh, Sherril Mohnkern, Rebecca Hutton, Natalie Ferrucci, Holly Hayer, Janet Mower; all but Mower have gone through TIU training. Mower is a retired teacher. Motion by Matt, seconded by Ashley; approved.
 2. Purchase [i-Ready](#) Math Curriculum for \$10,531.88. Motion by Matt, seconded by Brian; approved
 - a. Has both traditional paper workbook piece but also online piece, good for enrichment/remote learning; advantage is it has continuity for remediation, also allows jumping ahead, each teacher can access the full program to see where kids have been and are going; has a professional development and an online assessment piece; assessment built in for individual kids; homework sheets have QR codes for parents to help them help with homework; each lesson has powerpoints and other materials already created, but all stuff is editable for teachers to personalize things, TIU likes it, half the cost of other options, JVSD is adopting it (among others); will be some recurring costs for consumables
 3. Purchase [Boardable](#) for board management for \$1,943.03 (1 year) or \$5,181.42 (3 years) Motion by Ashley, seconded by Kendra (one year, or possible trial period).
 - a. Val asked how much the school will utilize it. Cheryl identified identify transfer of knowledge and institutionalization of knowledge. This led to discussion of board member onboarding. The board reviewed the sales video/materials. Proposal to maybe do one year; Cheryl to look at trial options.

4. Purchase [Raptor](#) security program for a cost of \$2,071. (Annual recurring cost will be \$750.) Hardware needed is just a scanner and a laptop (already have the laptop). Motion by Matt, seconded by Ashley; approved
5. Purchase 50 ipads @ \$419 each for approximately \$21,000. Motion by Kendra, seconded by Brian; approved. Will circle back on what to do with the old computers.

VIII. Executive / Academic Policy Committee - No report

IX. Admissions / Parental Volunteer / Community Relations Committee – No report

X. Facilities and Equipment Committee

A. [Report](#). Next Meeting Aug 2, 2023 6:00 pm – Audit

B. Shade structures [Quotes](#)

1. Discussion of cleaning up existing pavilion and making that available for kids to use to get shade.
2. Shade structure quotes are all expensive. From the first contractor the first option was \$4250, second option \$9250 just for installation. Second contractor \$9000 and \$5500 installation. Similar cost to purchase the units themselves. Total cost estimates are basically \$20k or \$10k, depending on size
3. Trees cost: 2.5 inch base 12 to 14 feet tall, \$625 a tree; facilities will look more at trees. ; Trees best planted in late fall, when dormant.
4. Jay will work on the pavilion; basically will loop back on it to find more economical options.
5. Kitchen updates (stove, refrigerator/freezer)
 - a. New old stove is here; not installed yet; some light modification needed (convert to LP)
 - b. Don't have quotes for stove and fridge/freezer work yet; Cheryl and Katie will push to get it resolved, whether via repair or replacement.
6. Digital Sign: On hold for now; Dave will still research, but not a priority; Brian has the letters for the current sign.
7. Track Maintenance: \$200-ish to edge the track, \$450 to fix low spot, estimate is \$700 total for maintenance. Worth the cost to get it done.
8. Painting Quotes: [Cafeteria](#) \$2,896, [Office / work room / lounge](#) \$2,301, [Kitchen](#) \$2,049
 - a. Office area in dire need, some patching needs done too; kitchen is an epoxy/food grade, want to upgrade staff area, is Mike Armstrong painting (teacher), no one else has provided quotes, CS to make sure we have documentation for quotes to cover conflict concerns; kitchen and office are priority, may approve cafeteria but not put emphasis on if can't be done by school start.
 - b. Motion by Dave, seconded by Brian; approved.

9. Camera upgrades - Approximate cost of \$2,500 (UNVR-PRO Network Video Recorder 499.00, HDD-8TB (2 ea) \$220.00, UVC-G4-PRO \$449.00 (2 ea), UVC-G5-Bullet \$129.00 (3 ea), UACC-DAC-SFP28-1M Cable \$25.00 (4 ea)

a. Dave has done some upgrades; three cameras need replaced b/c color is “bad”; looking at adding three more cameras, but if add one camera more our current system in full; currently have 19 cameras, max 20; most current cameras are older, currently record 16/17 days at a time; getting some errors on recordings as well; plan is update bad cameras, update recording equipment to get better connections and longer storage capacity; add zoomable camera out back; can be funded through grant. Looking for 30 days storage. Also, display for Cheryl up and running.

b. Motion by Ashley, seconded by Brian; approved.

XI. Fundraising Committee - No Report

XII. Adjournment (No action will be taken on any discussion after adjournment). Motion by Brian, seconded by Kendra. Adjourned at 8:11 pm.

Upcoming Meetings:

Board Meeting: Meeting August 10, 2023 @ 6:30pm

All meetings are held at SVCCS unless otherwise stated.