



**Board of Trustees
Public Meeting Minutes
December 20, 2022**

Location: Gillingham Charter School, 915 Howard Ave, Pottsville PA 17901

Meeting called to order at 7:02 p.m. by Scott Herbert.

All participated in the Pledge of Allegiance.

Roll Call:

Present at 7:00p.m.:

Dan Kurtz, Jackie Zilliox, and Scott Herbert

Sharon Klinger present at 7:30 p.m.

Absent: Danielle Sallada

Quorum: Yes, 3 out of 5 members present at 7:02 p.m.

Also Present:

- Krista Bevan, Director of Organizational Development
- Cassandra Shive, Director of Education
- Nicolle Hutchinson, Executive Director

Review and Adoption of Agenda: Jackie Zilliox motion to adopt the agenda, seconded by Dan Kurtz. All ayes, Agenda adopted as written.

Public Comments: No public comments.

Finance Report: Mike Whisman of Charter Choices. Report can be found on file at Gillingham's Administrative Office and on Gillingham Charter School's website.

Adjournment to executive session at 7:16 p.m. to discuss litigation on a Title IX case and charter renewal with Mark Morford, Esq. and James Munnely, Esq.

Public meeting reconvened at 9:56 p.m.

Reports:

Executive Director, Nicolle Hutchinson:

This month, Gillingham has been in steady negotiations with the PASD to finalize a charter for our 3rd charter term.

As you can see on the agenda, we are still working on the board's evaluation and the directors' evaluations as well as the retreat and the SPAC Title I training.

Thus, I recommend that we postpone the vote and discussion on the following:

1. Evaluate Directors and Report to the Board
2. Evaluate Board of Trustees and Report to the Board
3. Conduct Board Retreat & Trainings of New Members by October 31st
4. Review the "SPAC Title I Training" for teacher/parent communication

I recommend that the board meet at 6pm at the next board meeting to conduct the annual retreat. The board can use the time to reflect on the assessment work that the board conducted last year in small groups during our workshops. Then, the governance committee can submit a final evaluation or the board can make a final evaluation during the public board meeting.

It was difficult to face the passing of the foundation's president, Mike Fannick. He was a friend, a leader, a doer, and an amazing encourager. Working alongside him was Patricia Setlock. Their magnanimity and passion to assist us in our vision was fantastic. Just fantastic. The Setlock's are expanding Bake Shop, so her time is limited as they open their second location at the new Hershey Market. We are encouraged that one of our parents, Jessica Ivey, is going to take up the Foundation torch.

As I conclude, I want to share a special thank you to Michelle McKee for her dedication to our school. She has served our community in so many ways over many years....as an employee serving students, as a leader of our parent association and as secretary and leader of our board. Michelle is a risk-taker, and we see her passion for students and our school's philosophy and vision. We also recognize her ability to make things happen, such as starting the Gillingham Foundation's first memorial scholarship fund. We honor you tonight, Michelle, extend a very big THANK YOU.

Director of Organizational Development, Krista Bevan:

Good evening, all!

At the prior meeting you voted to hire Hilary Hernley as a teacher, and Rodney Snowell as a 2nd Student Coach. Both candidates accepted the positions but later revoked their acceptance. The elementary teacher position is therefore still active and open. We did recently interview and hire a Student Coach candidate, Katie Fisher, who has accepted the position and intends to start after the holiday break. We are very excited

to have Katie joining us! We continue to advertise for a Special Education teacher, Upper School Science Teacher, and an Art Teacher.

The public lottery for the 2022-2024 Kinderleben class was held last week, there were 21 applicants. Our enrollment coordinator is in the process of confirming the seat acceptance of the lottery winners. There is one Kinder applicant on the waitlist.

Enrollment is at 251

Director of Education, Cassandra Shive:

STUDENT-LED CONFERENCES

Last week, our middle and upper school students completed their student-led conferences on Friday. These were also scheduled for Thursday night but had to be rescheduled due to the snow day.

REMEDICATION FOR KEYSTONES

This week began our remediation courses for the Keystone assessments. Due to Act 158, every graduating class (starting with 2023) will be required to score proficient or advanced on each Keystone assessment to graduate from high school. There are alternate pathways if students don't achieve this scoring. As a result, we have implemented remedial courses for students who need to retake or take the Keystone assessments for Algebra, Biology, and Literature.

*Majority of this year's graduating class received a pandemic waiver

NISL UPDATE

Last week, I completed another session of course 2 for NISL. This session was on culturally responsive pedagogy and how people learn. It was incredibly informative and provided a lot of unique strategies and new ways of understanding how our students learn.

Board Charter Compliance Committee: Scott Herbert. No Report.

Board Financial Audit Committee: Jackie Zilliox. No Report.

Board Academic Excellence Committee: Dan Kurtz. No Report.

Board Facilities Committee: Dan Kurtz. No Report.

Board Governance Committee: Scott Herbert. No Report.

Item A. Old Business

A. It has been recommended to the board to discuss the following items under the category Board Governance:

A. Postponement of the following Strategic Calendar items to the December 2022 board of trustees meeting:

1. Evaluate Directors and Report to the Board
2. Evaluate Board of Trustees and Report to the Board
3. Conduct Board Retreat by October 31st
4. Review the "SPAC Title I Training" for teacher/parent communication

Sharon Klinger motioned to approve Item A. Jackie Zilliox seconded the motion. All ayes, none opposed. Resolutions have been approved.

Item A. New Business

- A. It has been recommended to the Board to approve the following items in a consent resolution under the categories of Reports, Budget, Operations, Policies and Personnel:
1. Tonight's reports
 2. November 22, 2022, board meeting minutes
 3. IRS Form 990
 4. Hire Katie Fisher as a full-time, 11-month, exempt student coach at a salary of \$50,000
 5. Accept Michelle McKee's resignation as board secretary, as of November 30, 2022
 6. Add to student handbook: "Any suspension (ISS or OSS) will result in a 30-school day probation from extra-curricular activities with the date beginning on the day the student returns to school."
 7. Stipend in the amount of \$5000 for Tyler Shaull, for taking on the additional duty of K-6th grade music classes this year and for conducting instrument lessons for terms 2 and 3.

Sharon Klinger motioned to approve Item A. Jackie Zilliox seconded the motion. All ayes, none opposed. Resolution has been approved.

Scott Herbert makes a recommendation to table Item B and move it to tomorrow night's meeting.

Dan Kurtz motioned to table Item B. Sharon Klinger seconds the motion. All ayes, none opposed. Item B is table till tomorrow night's meeting.

- B. It has been recommended to the Board to approve the following item under the category of Governance:
1. Submit the 12/20/2022 charter proposals to the Pottsville Area School District
- C. It has been recommended to the Board to approve the following item under the category of Personnel:
1. Accept the resignation of Upper school English teacher, Gabriella Romanelli

Jackie Zilliox motioned to approve Item C. Sharon Klinger seconded the motion. All ayes, none opposed. Resolution has been approved.

- D. It has been recommended to the Board to approve the following item under the category of Governance:
1. Hold the board retreat on January 17, 2023, at 6:00 p.m. to review the final evaluation of the board, using the evaluation as a tool for reflection and goal setting.

Sharon Klinger motioned to approve Item D. Dan Kurtz seconded the motion. All ayes, none opposed. Resolution has been approved.

E. Nomination and election of Board Secretary

Jackie Zilliox motioned to Nominate Dan Kurtz as interim Board Secretary. Sharon Klinger seconded the motion. All in favor, none opposed. Dan Kurtz is the interim Board Secretary.

Scott Herbert called the board meeting to recess till tomorrow December 21, 2022, at 6:00 p.m. via Zoom.

Jackie Zilliox motioned to recess the board meeting till tomorrow December 21, 2022. Sharon Klinger seconded the motion. All in favor, none opposed. Board will be in recess now 10:13 p.m. till tomorrow December 21, 2022, via Zoom at 6:00 p.m.

Future Meeting Date

January 17, 2023

Public Meeting

7:00 pm

Schoolhouse

Meeting in recess at 10:13pm

Recessed Meeting on December 21, 2022

The board recessed the meeting to provide time for Gillingham's solicitor, Mark Morford, Esq, to speak to the PASD's solicitor in regards to the district's charter renewal proposal deadline that was set to take place before winter break. On December 21, 2022, Gillingham was informed that the charter renewal negotiations would continue into January, so the board did not reconvene the meeting on December 21, 2022, at 6pm.

Signature of Board Secretary

