



**Mission Statement of Collegium Charter School**

The Collegium Charter School Community will work tirelessly to ensure the highest possible futures for our students, to nurture them, to empower them to recognize in themselves uniqueness and talent, to initiate in them scholarship and responsibility, and to develop in them the desire for a lifetime filled with optimism, generosity, character and confidence. Our goal will continually be to prepare each student for the rigors of college life and to hold ourselves and our students accountable for our mutual success.

Board of Trustees Regular Public Meeting Minutes  
 Thursday, December 8, 2016 at 5:30pm  
 435 Creamery Way, Exton, PA 19341  
 Viktor Ohnjec, President  
 Antoinette Rath, Ed.D., CEO  
 Latsha Davis and McKenna, P.C. Solicitor

**A. Meeting Called to Order by the President at 5:30pm**

**B. Notice of Meeting:** In compliance with the Pennsylvania law and the By-laws of the Board of Trustees, the date, time and location of this meeting have been published in The Daily Local News, the Collegium website and on the Collegium calendar.

**C. Pledge of Allegiance**

**D. Board of Trustee Roll Call:**

Name	Present	Absent
Viktor Ohnjec	x	
Jamie Bruton		x
Dr. Tony Drager	x	
John Jackson	x	
Nicole Anderson		x
Dr. Chris Finnin	x	
Chris McHenry	x	
Don Ash	x	

**E. Approval of Minutes:**

Move that the minutes of the November 17, 2016 Regular Public be approved:

Motion:	Chris Finnin
Second:	Tony Drager
Action Taken:	6 Approved / 0 Not Approved

**F. Board Award/Recognition:**

Sgt. Karla Melendez (Spanish Teacher) leaving for one year tour in Kuwait.

**G. Curriculum, Instruction, and Assessment:** None this month

**H. Business and Operations:**

The CEO recommends approval of the following:

1. Financial Reports:
  - General Fund November 2016 – Profit/Loss, Balance Sheet, Accounts Payable
  - Child Care November 2016 – Profit/Loss, Balance Sheet
  - Food Service November 2016 - Profit/Loss, Balance Sheet, Accounts Payable
  - Year-to-Date Profit/Loss – General Fund, Food Service, Child Care
2. Second Amendment to 486 Building Lease
3. Contracts:
  - a. Source4Teachers – Amendment to current contract. Increases sub rates and includes a longevity incentive sub rate. Both are efforts to increase sub placement rates.
  - b. Criticare – Contract to provide 1:1 nursing services to students when required by student’s IEP.

Move that the Business and Operations items be approved:

Motion:	Chris McHenry
Second:	Chris Finnin
Action Taken:	6 Approved / 0 Not Approved

**I. Personnel:**

The CEO recommends approval of the following:

1. Personnel list

Category	Name	Position	Start Date	End Date
FLSA – Title Change and Salary to Hourly Change	Jennylynn Adleta	Administrative Assistant to HR & Enrollment	11/19/2016	NA
FLSA – Salary to Hourly Change	Joi-Ann Balsam	Administrative Assistant to 535 Principal	11/19/2016	NA
FLSA – Salary Change and Title Change	Danny Bindschusz	Sr. Helpdesk Technician	11/19/2016	NA
FLSA – Title Change and Salary to Hourly Change	Jonathan Bradstreet	Helpdesk Technician	11/19/2016	NA
FLSA – Salary Change	Joanne Christman	PowerSchool Administrator	11/19/2016	NA
FLSA – Title Change	Kim Christman	Curriculum & Assessment Support Specialist	11/19/2016	NA
FLSA – Salary Change	Mike Ely	Food Service Manager	11/19/2016	NA
FLSA – Salary Change	Ronne Gethin	Nurse	11/19/2016	NA
FLSA – Salary to Hourly Change	Toni Holton	Administrative Assistant to 500 Principal	11/19/2016	NA
FLSA – Salary Change and Title Change	Doreen Jenkins	Curriculum & Assessment Support Specialist	11/19/2016	NA

FLSA – Salary to Hourly Change	Stephanie Lawson	Administrative Assistant to Director of Student Services	11/19/2016	NA
FLSA – Title Change	Shannon Leach	Operations & Technology Support Specialist	11/19/2016	NA
FLSA – Salary to Hourly Change	LuAnn Martin	Administrative Assistant to 515 Principal	11/19/2016	NA
FLSA – Salary to Hourly Change	Dan McGraw	Business Office Assistant	11/19/2016	NA
FLSA – Title Change	Susan Novak	Executive Coordinator for the CEO	11/19/2016	NA
FLSA – Title Change	Kathie O’Neill	Business Office Support Specialist	11/19/2016	NA
Appointment – Non certified	Jennifer Connor	Instructional Assistant, HS LS	11/29/2016	NA
Separation	Joni Goldberg	Teacher, Elementary Art	NA	06/17/2016 (not returning from leave)
LTS Extension – Certified	Amanda Shortridge	Teacher, Elementary Art (Building Sub)	NA	06/17/2016
Separation	Lauren Hayes	Teacher, MS Science	NA	11/23/2016
Appointment LTS – Certified	Briana Barry	Teacher, MS Science (Building Sub)	11/19/2016	06/17/2016
Separation	Christine Lewis	Food Service Assistant, PT	NA	11/22/2016
Separation	Helen Arnott	Instructional Assistant, 555 Building	NA	11/23/2016
Separation	Michele Genzano	Guidance Counselor, MS & HS	NA	11/10/2016
Appointment – Certified	Jocelyn Tracy	Guidance Counselor, MS & HS	12/13/2106	NA
Separation	Megan Udinski	Teacher, MS Math	NA	12/02/2016
Appointment – Certified	Kate Enns	Teacher, MS Math	12/05/2016	NA

Move that the Personnel items be approved:

Motion:	Chris Finnin
Second:	John Jackson
Action Taken:	6 Approved / 0 Not Approved

**J. Policy:**

The CEO recommends approval of the following:

1. Revision of the Uniform Policy from the CCS Student Code of Conduct:  
**Current:** "For safety reasons, students may not wear open-toed shoes, open-backed shoes, slippers, sandals or flip-flops. Tights or socks that are showing must be either the student’s shirt color, white, or black."  
**Revision:** “For safety reasons, students may not wear open-toed shoes, open-backed shoes, slippers, sandals or flip-flops. Tights, leggings, or socks that are showing must be either the student’s shirt color, white, or black. **Leggings that are showing under a uniform must extend to the ankles; no other length is acceptable. Leggings that are showing must conform to the ankles and may not be flared. Items showing must be pattern-free.**”
2. Youth Suicide Awareness & Prevention Policy

Move that the Policy items be approved:

Motion:	Don Ash
Second:	John Jackson
Action Taken:	6 Approved / 0 Not Approved

**K. Executive Session Update** – Dr. Tony Drager: We met in executive session on November 17, 2016 and discussed real estate and personnel issues.

**L. New Business:** none this month

**M. Additional Remarks from the Public:** none this month

**N. Adjournment to Executive Session:**

Motion:	Chris Finnin
Second:	Don Ash
Action Taken:	6 Approved / 0 Not Approved

*Anthony J. Drager*  
1/19/2017