

Meeting Date: December 18, 2019

Approved by: *Per [Signature]* on *1/15/20*

**ATTENDANCE
MEETING LOCATION & TIME**

Name	Title	Present
Ron Sklaver (RS)	Board Chair	
Sherry Maklary (SM)	Director	
Judy Romera (JR)	Director	
Caryl-Marie Barron (CB)	Principal	
Sydney Sampson (SS)	Director of Curriculum and Instruction	
Lisa Guthrie (LG)	Staff	
Hector Alberty	Staff	
Amy Quesenberry	Staff	
Rebecca Null	Staff	

MAYNARD HARVEY (RS) INCOMING ASST PRINCIPAL (RS)

Building / Room: Main Conference Room

Actual Start / End: 5:38 pm / 6:31 pm

Meeting Transcriber: Karen Kelley (KK)

AGENDA & MINUTES

- **Review of Public Notice**
 - Posted on school door and website

RS -5:38 pm Ron Sklaver called the meeting to order.

LG - Confirmed that the meeting was posted on Website and School bulletin board.
- **Approve Minutes** – RS – Asked if everyone had an opportunity to review the minutes and if there were any concerns. None noted. RS made a motion to approve the minutes from November 20, 2019 meeting, JR seconds, approval unanimous, 5:41 pm motion passed.
- **Review of Compliance Checklist** – CMB – We are currently compliant for the 2019-2020 school year. RS – Shelter in place drill postponed due safety of students. A plate glass window is in the area where some of the students are required to evacuate which causes a safety concern. Annual report is due at the end of next month. CMB to follow up with what report it is and if Bob needs to be involved with it.
- ***Out-of-Field Teachers** – SS – There are two additions to the Out-of-Field Teachers list. We added Gayle McNulty, a new teacher who started today and Ashley Sadowski who has been our HST teacher and passed her ESE exam. She is changing from a substitute status to Out-of-Field. RS – The Board congratulates her on passing the exam.

The table below lists Teachers who are currently out-of-field. The information in this table will be updated throughout the school year.

Teacher	Teaching Assignment	Assignment Start Date	Certification(s) Held	Out-of-Field Area(s)/Class(es)
Joyce Gelinias	PK, Grades K-2, ASD	9/3/19	<ul style="list-style-type: none"> • ESE K-12 • PK/Primary PK-3 	<ul style="list-style-type: none"> • ASD
Gail McNulty*	Grades K-2, ASD	12/18/19	<ul style="list-style-type: none"> • Elementary Education K-6 	<ul style="list-style-type: none"> • ESE K-12 • ASD
Briana Stewart	Grades 3-5, ASD	7/29/19	<ul style="list-style-type: none"> • ESE K-12 	<ul style="list-style-type: none"> • Elementary Education K-6 • ASD
Tawanna Johnson	Grades 3-5, ASD	7/29/19	<ul style="list-style-type: none"> • ESE K-12 	<ul style="list-style-type: none"> • Elementary Education K-6 • ASD
Tracy McMahon	Grades 6-8, ASD	7/29/19	<ul style="list-style-type: none"> • ESE K-12 	<ul style="list-style-type: none"> • Elementary Education K-6 • ASD
Ashley Sadowski*	Grades 9-12, ASD	7/29/19	<ul style="list-style-type: none"> • ESE K-12 	<ul style="list-style-type: none"> • Elementary Education K-6 • ASD
George Radka	Grades 9-12, Vocational, ASD	7/29/19	<ul style="list-style-type: none"> • ESE K-12 	<ul style="list-style-type: none"> • Elementary Education K-6 • ASD

JR – made motion to approve the revised Out-of-Field Teacher Status as listed above and the Parent Notification Letter, RS second, approval unanimous, 5:54 pm motion passed.

- **Staffing Update** – CMB – We have been able to maintain staff at the same level, minus one forced termination. We had a hiring event with seven potential applicants attending. When we hire TAs/RBTs we are assigning them to a rotation so that we can see where they best fit.
- **Financials review** – RS – We have a new accountant, David Hand. He will be doing the bookkeeping.
- **Operations review** – CMB – Conducted a lock down drill which was successful. We reduced the time. RS – Our current student count is 134. What is our capacity? CMB – Fifty, provided we have the support to provide the services. Students on waitlist require 1:1 services. Goal is to coordinate a setting where parents can meet with different organizations regarding services that are available to them and they can register for, have Medicaid come in and talk about services that are available to their children and educate them about companies where they work. Many companies will pay one on one support for their children but you have to ask the right questions and you have to be educated about what your company actually offers. The more the parents know then the more supports we can bring in.

- **Turn Over Report - LG** – We had one turnover last month.

ADJOURN

JR – 6:31 pm made a motion to adjourn; RS seconds, motion passed.

MOTIONS APPROVED

Motion	Motion	Second
5:41 PM Motion to approve the minutes from November 20, 2019 meeting.	RS	JR
5:54 PM - Motion to approve the revised Out-of-Field Teacher Status.	JR	RS
6:31 PM – Motion to adjourn.	JR	RS