

**Center for Student Learning Charter School at Pennsbury**  
**MEETING MINUTES from**  
**July 11<sup>th</sup>, 2023**

**Call to Order**

This CSL School Board meeting was held via Zoom. Board President Heather Humienny called the meeting to order at 4:46 p.m. Other Board members present were Dan DiLorenzo, Betty Zubrzycki, Ruth Demshick and Tom Gillette. Board member Mike Wolverton was not present. School administration Dr. Charles Bonner (Chief Executive Officer) and Peter Hackney (Dean of Students) were in attendance. Keisha McMillan (Omnivest) was also in attendance via zoom.

**PLEDGE of ALLEGIANCE**

**APPROVAL of MINUTES**

*Motion A: Move that the Board of Trustees approve the minutes from the previous Board of Trustees meetings held on **June 12<sup>th</sup>, 2023**.*

Motion A was moved by Tom Gillette and seconded by Dan DiLorenzo. The motion was approved by a 5-0 voice vote.

**CEO REPORT**

Dr. Bonner presented the following CEO report.

We have a number of Summer Projects happening this year. We had some trouble getting start and finish dates but are now firming them all up. We have only Front Door Entry Security Upgrades to confirm at this point. Please see the list below that Mr. Hackney created. Thank you, Mr. Hackney.

**IT Infrastructure Upgrades**

E-Rate 471Items = \$ 30,032

- CSL to pay 15% - \$7521.32
- E-Rate total commitment from FCDL - \$22,510.68

Server - \$10,530 (if we go quote #2 - \$7,292)

Labor - \$15,000

Total Projects Cost - \$52,324

Total Cost to CSL - \$29,813.32

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Timeline: DG Network will install all upgrades **7/17 - 7/21**. Networks and internet connectivity will be down during this time.

**Nextiva Phone Implementation**

- Preliminary Meeting with Nextiva on 6/8 CB/PH/ JD - **completed**
- Nextiva Project Plan form **completed** with John D'Amato /PH 6/19 -
- John to communicate with Nextiva and set up Nextiva hardware (phones) between 6/19 and 7/17 - **Completed 6/22/23**
- DG Network pick up and prepare phones for installation between **6/22 -7/17**. John has picked up the phones from CSL and will be prepping the phone for installation.
- Phones installed by DG Network during infrastructure upgrade week of **7/17 - 7/21**
- Staff training on new phones **7/28**

**Security Upgrades**

- No cost to CSL - PCCD Security grant covers the full cost.

Timeline: To follow the Infrastructure upgrades. Omega Security Company will begin installation on **7/24-7/28**. The install will continue during the week of **7/31/23 through 8/4/23**.

**Front Door Entry Security Upgrades**

- PCCD Security grant covers most of the cost.

Timeline: To follow the Security upgrades. Mandrel Construction Company will begin installation **on or before 8/7/23**. We are hopeful they can work at the same time as Omega. Some coordination will be needed with the front door upgrades and security.

Larry Grabowski states.....

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- Mandrel Construction will be onsite the week of 7/17 to frame up the opening for the pass-through window and new door.
- The latest glass delivery schedule is for the first week of August. The project will be completed 4-man days after the glass arrives.
- Larry will keep CSL posted on any changes.

**Nurse Update**

Nurse Donna is already sending our emails to drum up business for our no cost St Christopher Hospital Dental Mobile. The Mobile will be at the Center for Student Learning on Monday 9/11/23 and Wednesday, 9/13/23. This is a free service for our students, but students must sign up after July 1st. and before August 20th.

**Titles Funding Update**

Omnivest is helping create the 2023-24 Preliminary Title Allocations. We will begin reviewing and creating the Title budgets for SY 23.24. Once we provide information the OmniVest team will work on creating the budget and filling out the application. CSL will review the following information and update accordingly.

**Title I: \$39,127 Preliminary Allocation**

Below is what we were informed to use the funds for salaries and benefits for in SY22.23:

- Salary/benefits for Guidance Counselor **(Eman Saleh) or (Jillian Downing)**
- funds support homeless supplies, uniforms, resources

**Title II: \$4,668 Preliminary Allocation**

Below is what we were informed to use the funds for in SY22.23:

- funds support Professional Development
- funds support Tuition Reimbursement
- \$3,065 was transferred into Title I for Counselor

**Title IV: \$10,000 Preliminary Allocation**

Below is what we were informed to use the funds for in SY22.23:

- Transferred 100% to Title I for Counselor

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**Live School:**

What is LiveSchool?

LiveSchool is an ed-tech platform that solves the behavioral barriers to student success through clear expectations, continuous feedback, and positive motivation. In LiveSchool, behavior teams build a consistent **school-wide behavior rubric**. Then, all staff gives points to all students following that rubric. Those points add up to fun rewards and celebrations, and points give leadership teams comprehensive behavior data across the building. Students and parents follow progress in their app and through weekly emails. Together, schools serve as an example of positivity and possibility for their community.

**Success Measures**

LiveSchool simplifies the process of collecting, analyzing, and acting on school-wide behavior data. Schools use LiveSchool for a variety of systems, including:

- Collecting, analyzing, and acting on PBIS, MTSS, and other behavior data
- Automating parent communication about classroom behavior
- Operating a “school store” or other popular positive behavior reinforcement system

**EmpowerU**

What is EmpowerU?

EmpowerU’s highly personalized, data-driven Tier 1 and Tier 2 solutions equip students with the skills they need to be resilient, self-directed learners and reach their goals. Our blended approach of online lessons with robust embedded coaching helps expand districts capacity to meet the urgent need to support student wellbeing and mental health.

Our Tier 1 secondary curriculum (grades 6-10) gives all students the vocabulary, skills and mindset to find healthy success in school and life.

- **Turnkey curriculum led by classroom teachers (counselors)** using prompts and resources inside the EmpowerU portal
- Daily exercises tailored to each grade level to reinforce classroom lessons and build proficiency in self-regulation and resilience.
- Engaging resources and activities to help students internalize learning



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- Streamlined teacher training and minimal daily prep

Our Tier 2 secondary school intervention (grades 6-12) delivers expert 1:1 support to struggling students. Our team can help identify the students who will benefit from daily online lessons and 1:1 coaching by trained EmpowerU instructors.

- Independent course of study with 6- and 12-week options
- Students identify goals in four areas — personal, emotional, social and academic — and schools and students can easily track goal progress in the EmpowerU portal
- Daily online lessons and 1:1 personalized coaching with highly-trained EmpowerU instructor
- Collaboration between EmpowerU and school-based counseling team maximizes meaningful student support
- Three-year data shows EmpowerU students make significant improvements in emotional wellbeing, school attendance and grades by the end of the course

**NEW BUSINESS**

Motion A: *Move that the Board of Trustees approve payment of the attached invoice proposal from LiveSchool for the cost of a Web based PBIS program in the amount of \$2,475 that will be funded with PCCD grant monies designated to focus on mental health.*

Motion B: *Move that the Board of Trustees approve payment of the attached invoice proposal from EmpowerU (a Web based program Multi-Tiered System of Support (MTSS) to identify and address a student's social emotional development and mental health needs) in the amount of \$9,230 that will be funded with PCCD grant monies designated to focus on mental health.*

Motion C: *Move that the Board of Trustees approve the attached A-TSI (Additional Targeted Support and Improvement plan.*

Motions A through C under new business were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 5-0 voice vote.

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**PERSONNEL**

*There was no discussion and no motions on personnel during this school board meeting.*

**BUSINESS**

*Motion A: Move that the Board of Trustees approve the following financial statements for the month ending **June 30<sup>th</sup>, 2023** , which include profit and loss statement actual versus budget, balance sheet, accounts receivable aging, check register for Univest Operating, and accounts payable aging as provided by OmniVest in the financial packet provided.*

*Motion B: Move that all the bills on the accounts payable transmittal listings **June 5<sup>th</sup>, 2023, June 9<sup>th</sup>, 2023, June 16<sup>th</sup>, 2023 and June 22<sup>nd</sup>, 2023**, be approved for payment.*

*Motion C: Move that all the attached Executive Summary Statement be approved for submission to revise our PCCD grant under the physical safety and security portion of the grant.*

*Motion D: Move that all the attached Executive Summary Statement be approved for submission to revise our PCCD grant under the physical safety and security portion of the grant.*

*Motion E: Move that the board approve the attached final budget for The Center for Student Learning Charter School for the 2023-2024 school year.*

*Motion F: Move that the board approve payment to McKenna Snyder LLC for invoice #16037 in the amount of \$357.50.*

*Motion G: Move that the board approve payment to McKenna Snyder LLC for invoice #16038 in the amount of \$55.00.*

*Motion H: Move that the board approve payment to McKenna Snyder LLC for invoice #16039 in the amount of \$55.00.*

Motions A through H under business were moved by Tom Gillette and seconded by Dan DiLorenzo. The motions were approved by a 5-0 voice vote.

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**ADJOURNMENT**

At 5:16 p.m. Tom Gillette moved to adjourn the meeting, and this was seconded by Dan DiLorenzo. The motion was approved by a 5-0 voice vote.

Heather Humienny adjourned the meeting at 5:16 p.m.