FELL CHARTER SCHOOL

Board of Education Public Meeting

777 Main St. Simpson, PA 18407

6:00 p.m., September 21, 2026

Via Google Meet /In- Person

AGENDA

Call to Order by Board President at __6:00__p.m.

Pledge of Allegiance lead by School Board President Schultz

Board Roll Call: Mrs. Felicity Schultz, President ___Yes____

Mrs. Melissa Biedenkap, Vice-President __Yes (late)__

Mrs. Jillian Bair, Secretary_____Yes__________

Mrs. Christina Lopez, Board Member______Yes________

Mrs. Ellen Kutchmanich, Board Member ___Yes________

Mr. Dennis Pulhalla, Board Member ____Yes________

Administration: Mrs. Jillian Linnehan-Reed, Principal (non-voting), Mr. Jim Mirabelli and/or Mrs. Jen Stone, Budget & Finance (non-voting), Michelle Gunshannon, Curriculum Coordinator, (non-voting)

Waive reading of minutes: ***The motion was made by ____Mr. Pulhalla_____ and seconded by _____Mrs. Bair____ to waive the reading of the August 17th, 2026 minutes.***

__3___ Yes _____No _1____Abstain ___2__ Absent

Approve minutes***: The motion was made by ____Mr. Pulhalla_____ and seconded by ____Mrs. Kutchmanich_____to approve the minutes as presented, of August 17th, 2026 minutes.***

__3___Yes _____No __1___Abstain ___2__Absent

First Public Hearing on *Agenda items only*

Visitors may comment or ask questions pertaining to any items listed on this agenda. Names and residence will be recorded before remarks are made.

Name/home school district	Topic/Issue
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Finance Committee:

Mr. Jim Mirabelli, School Business Consultants reporting this evening:

Monthly Report: thru August 31,2026. Lagging about a month behind on revenue as expected this time of year - just starting to receive state tuition payments. Salaries and benefits are coming in as expected. PDE updated their PDE360 process this year to be more streamlined. It's an electronic portal now instead of paper. Hoping to get updated 26-27 tuition rates soon due to this more efficient process. Mr. Mirabelli is checking frequently for the updated rates.

Monthly financials up to August 31,2026 (copy provided). Statements that arrive late (as per practice) will be available at the next meeting.

August Checks

Discussion/ Review of Accounts.

Update on Auditor Reports

The motion was made by ___Mrs. Schultz_____ and seconded by ____Mr. Pulhalla_____ to approve the Finance Report as presented.

___5__Yes _____No _____Abstain __1___Absent

Personnel Committee:

No report this evening

Carbondale Area School District Report:

Mr. David Cerra/other Administrator

Motion to approve report as presented - no representative was present.

The motion was made by _____Mrs. Schultz_____ and seconded by _____Mrs. Bair_____ to approve the Carbondale Area School District report as presented.

___5__Yes _____No _____Abstain ___1__Absent

Principal's Report

1. Request for records: Mailings have been sent to school districts as the requests have come in.
2. Enrollment update: **KG**: 18; **1st**: 15; **2nd**: 16; **3rd**: 21; **4th**: 16; **5th**: 9; **6th**: 9; **7th**: 14; **8th**: 6. **Total as of 9/14/26**: 124
    a. (Enrollment by District of Residence= Carbondale, 96; Forest City, 6; Lakeland, 9; Mid-Valley, 1; Mountain View, 5; Susquehanna, 1; Valley View, 4; Wayne Highlands, 1; Western Wayne, 1).
3. Pre-service/ start of school year update. Very successful pre-service and beginning of the school year. The school climate and culture are developing nicely. Mrs. Reed has met with many departments outside of the school to continue her own training and knowledge.
4. Vote to adopt the following:
    a. Education of Homeless Youth for update 9/21/26
    b. Requirement to have a dedicated page for ECYEH on website (Brent Pennington is helping)
    c. Addendum to contract with School Business Consultants
5. Required Meetings (out of town) to attend:
    a. School Safety and Security Coordinator Training- October 19 at the Montgomery County Public Safety Training Campus in Conshohocken, PA
    b. Fall Regional Workshop for Federal Programs- October 29 in Norristown, PA

6. Change date of next Board Meeting to October 26, 2026 (due to Safety Coordinator Training on October 19)
7. Request to attend conference: Pennsylvania Coalition of Public Charter Schools Conference November 8-10
8. School Resource Officer update - Mrs. Reed met with the representative from Century Security Services, and they have someone in mind for Fell. He did a tour of the building and learned about the desired services for the SRO. He'll start the first Monday in October. Ms. Wash noted as a parent that she would prefer an armed guard for increased security; Mrs. Reed will put out a survey to see what other parents prefer as well. There are currently no plans to use wands with students during entry. The SRO will verify ID for anyone who enters, regular walk-through in the school, assisting with traffic and other parking lot duties, possibly coming to evening events.
9. Maintenance Updates: Building Controls System Update (switched from Johnson to CP3, already they have quickly responded to issues), Phones Updated to allow for outside calls to more directly reach target staff, Playground Mulch was obtained and Mr. Sabolick is in the process of spreading it out, Need for new projectors
10. Emergency Operations Plan- magnets to keep doors locked from inside rooms/ Fire Drill/ Bus Drill
11. PCCD Grant: Modifications for 25-26 Grant Submitted; 26-27 Grant In Process
12. Proposal for National Junior Honor Society (PJ Scanlon)
13. Title 1 Schoolwide Plan is ready for approval; to be approved by the board within this meeting
14. Statements of Financial Interest
15. Proposal for tuition assistance to IU for L. Zakreski for ESL Certification. Mr. Pulhalla asked if we have an agreement in place between us and Mrs. Zakreski to ensure she stays with Fell for a designated period of time following the completion of her certification.
16. NED Show Assembly/ Scholastic Book Fair/ Mumraiser

The motion was made by _____Mrs. Schultz_____ and seconded by _____Mrs. Biedenkap_____ to approve the Principal's Report as presented by Mrs. Linnehan-Reed.

__6___Yes _____No _____Abstain _____Absent

Curriculum update:

Ms. Michelle Gunshannon Curriculum Coordinator

- Enrichment Fridays kick off 9/18/26 with middle school working with the artist in residence and our younger students beginning their Spanish curriculum.
    - An art exhibit on 12/18/26 will showcase the middle school students' work.
    - I am working through the SALSA curriculum for K-2 and creating weekly lesson plans with materials for Mr. Jonkman and Mrs. Repenning.
- The curriculum materials were distributed during pre-service. Teachers attended training sessions and webinars to better understand the digital platforms.
- I researched phys ed curriculums and found a very helpful program with lessons for all age groups. It is free and covers the phys ed standards for PA. I shared this with Mrs. Repenning.
- 83% of students have completed their initial i-Ready benchmark assessments in reading and math. That information will be included in PSSP.
- Parent Portal letters were sent out. Parents have begun logging in.
- The first data upload for state reporting was submitted timely on 9/14.
- I have been observing in classrooms to determine how I can best support the teachers and students. I recently used this information to make a small change on the SAT form to include supporting children's executive function skills.

The motion was made by ____Mrs. Bair____ and seconded by ___Mr. Pulhalla____ to approve the curriculum report as presented by Ms. Gunshannon.

__6___Yes _____No _____Abstain _____Absent

Education Committee:

No report this evening.

Policy Committee:

Felicity Schultz, Chairperson

Building and Grounds Committee:

No report this evening

Outstanding/Old Business Matters:

Mrs. Schultz inquired about the food program and how Mrs. Timlin is doing. Mrs. Reed reported that the kids are happy with the food. Mrs. Timlin started a Donors Choose project for an extra freezer so she could take advantage of surplus food. The EZ School app has made it easy for parents to sign up for lunches and for the data to be tracked easily for school lunch program.

New Business Matters:

Second Public Hearing of Visitors regarding school-related topics.

Name/home school district/Topic/Issue

Mrs. Wood (Carbondale Area) - just wanted to say as a parent and teacher that she's glad tutoring will happen earlier in the year than it has in the past. Many students would benefit from an earlier boost in confidence to set them up for success throughout the school year.

Next Board Meeting Date: Monday, October 26, 2026 @ 6:00p.m.

Virtually

Adjournment: called at __7:01___ p.m. ,seconded by : Mrs. Bair__