



**Board of Trustees  
Minutes of Meeting  
September 4, 2025**

A public meeting of the Bear Creek Community Charter School Board of Trustees was held on Thursday, September 4, 2025 in the Community Room of Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township.

Board members Brandy Lewis, John Parsons, Peter Austin, Nicky Pachucki, Stacey Scullion, LynnMarie Shedlock and Wendy Lutchko participated. Lauren Hunzer, Kim Popple and Dave Blazejewski were absent. Also participating were school administrators Kristen Young, Tammy Miller, Kim Stevens, Bridget Deeble and Jim Smith.

Wendy Lutchko called the meeting to order at 6:01 p.m. and led the group in the Pledge of Allegiance. Jim Smith conducted a roll call of the Board. Wendy Lutchko opened the meeting to public comment relating to agenda items. There was no public comment.

Stacey Scullion made a motion to approve meeting minutes of August 7, 2025, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Tammy Miller presented the unaudited financial statements to the Board for month-ending June 30, 2025. Brandy Lewis made a motion to approve the financial statements and expenditures as presented, which was seconded by LynnMarie Shedlock. All Board members present voted in favor of the motion with the exception of Wendy Lutchko, who abstained from voting on expenses associated with the employment of Hope Wanek and Stacey Scullion, who abstained from voting on the expenses associated with the employment of Jennifer Smith, and John Parsons, who abstained from voting on expenses associated with the employment of Jim Smith. There were no dissenting votes. The motion was approved by majority roll-call vote of the Board members present.

Peter Austin made a motion to accept the resignation of Marisa Simonik effective August 20, 2025, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion to rescind the appointment of Christian Ciliberto as Assistant Soccer Coach for the 2025 fall season, which was seconded by Nicky Pachucki and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the hiring of Michael Slusser as Assistant Soccer Coach for the 2025 Fall Season upon receipt of acceptable clearances, background checks and required training along with a stipend of \$1,500.00. The motion was seconded by Stacey Scullion and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to rescind the hiring of Sidney Thomas as Temporary Learning Support Teacher, which was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the hiring of Sidney Thomas as full-time Elementary Teacher at a starting salary of \$40,000 effective August 16, 2025. This is a full-time, exempt-level position for 198 days per year. The motion was seconded by John Parsons and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve the hiring of Rachel Zingaretti as full-time Elementary Teacher at a starting salary of \$40,000 effective August 16, 2025. This is a full-time, exempt-level position for 198 days per year. The motion was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to ratify the hiring of Lauribeth Franco Galvan for the vacant Administrative Support position, effective September 8, 2025. This is a twelve-month, non-exempt level position with an hourly rate of \$16.50. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Brandy Lewis made a motion to approve the hiring of Isabella Peters as full-time Elementary Teacher at a starting salary of \$40,000 effective August 16, 2025. This is a full-time, exempt-level position for 198 days per year. The motion was seconded by Peter Austin and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Tuition Assistance Request from Stephanie Knorr for the course Project Based and Challenged Based Learning for the Summer 2025 at Luzerne Intermediate Unit #18 for a cost not to exceed \$315.00. The motion was seconded by Wendy Lutchko and approved by unanimous roll-call vote of the Board members present.

Nicky Pachucki made a motion to approve a Tuition Assistance Request from Jordan Harrison for the course Engaging 21<sup>st</sup> Century Learners to Promote Student Interaction for the Fall 2025 semester at Wilkes University for a cost not to exceed \$2,250.00. The motion was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

Peter Austin made a motion to approve a Tuition Assistance Request from Lasha Basadzishvili for the course Student Teaching Internship MLE at Wilkes University for the Fall 2025 semester at a cost not to exceed \$3,603.00. The motion was seconded by Wendy Lutchko and approved by unanimous vote of the Board members present.

Wendy Lutchko made a motion to approve a Clinical Education Experience Agreement with Misericordia University for the 2025-2026 school year, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

LynnMarie Shedlock made a motion to approve a resolution honoring the long-time support of Cosenza Pizza and Restaurant, which was seconded by Nicole Pachucki and approved by unanimous roll-call vote of the Board members present.

Wendy Lutchko made a motion honoring the long-time support of Lorraine Eddows and the Bear Creek Inne, which was seconded by Brandy Lewis and approved by unanimous roll-call vote of the Board members present.

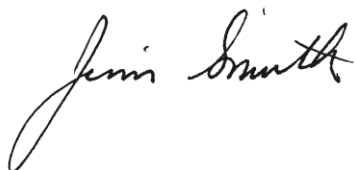
Jim Smith, Kristen Young, Kim Stevens, Bridge Deeble and Tammy Miller provided the Board with operational updates.

Wendy Lutchko opened the meeting to general public comment. There was no public comment.

Peter Austin made a motion to adjourn the meeting, which was seconded by LynnMarie Shedlock.

The meeting adjourned at 7:25 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Smith". The signature is fluid and cursive, with the first name "Jim" being more prominent than the last name "Smith".

Jim Smith  
Board Secretary

**Important Date to Remember:** The next meeting of the Bear Creek Community Charter School Board of Trustees is **Monday, September 15, 2025**. The meeting will be held in the Community Room at Bear Creek Community Charter School, 30 Charter School Way, Bear Creek Township, PA 18702. The meeting is open to the public.