

## Thursday, April 27, 2017 Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015

Second Floor Conference Room

6:00pm

The President called the meeting to order at 6:03pm.

**I.** Pledge of Allegiance:

**II.** Moment of Silence:

**III.** Roll Call:

Present:

Mario Acerra

Paul Braden

Otto Ehram

John Filpos

Rosemary Murdy-Haber

Charles Stinner

Absent:

Mark Ferguson

Len Perrett

Also Present:

Administration

Diane LaBelle, Executive Director

Carise Comstock, Dean of Academic Affairs

Cheryl Schurz, Director of Finance

Sharon Fehlinger-Ricker, Principal

Debra Storm, Director of Development

**IV. Executive Session:**

**Motion:** The Board of Directors moves to go into Executive Session at 6:06pm.

**MM: Braden**

**SM: Stinner**

**ACTION CARRIED: 5-0**

**V. Open Session:**

The Board of Directors returns to Open Session at 6:17 pm.

Opening Remarks –

- Mr. Acerra, Board President - Congratulations to Ms. Storm, her staff, faculty and students for a successful Gala.
- Ms. Diane LaBelle, Executive Director –
  - Northampton Area School District unanimously approved our charter on 4/23/17.
  - Ms. LaBelle expressed her appreciation for an anonymous gift to the Capital Campaign and thanked the work of Development Director, Deb Storm for her work on the campaign.
- Executive Director's Report

**VI. Public Comments:** (limited to 3 minutes per individual) None.

**VII. Acceptance of Consent Agenda Items:**

- i. Acceptance of February 23, 2017 Meeting Minutes
- ii. Facility and Safety Report - Filchner
- iii. Development Report - Storm
- iv. Public Relations Report - Gillette
- v. Principal's Report – Fehlinger-Ricker
- vi. Dean of Academic Affairs - Comstock
- vii. Technology Report – Levernier

**MM: Stinner**

**SM: Braden**

**ACTION CARRIED: 5-0**

**VIII. Approval of April 2017 Personnel Report**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the April 2017 Personnel Report.

**MM: Stinner**

**SM: Murdy-Haber**

**ACTION CARRIED: 5-0**

**IX. Charter Arts Foundation  
Foundation Report**

Administration

321 East 3rd Street, Bethlehem, PA 18015  
phone (610) 868-2971 | fax (610) 868-1446

**Review of Foundation Financial Report**

**Approval of Community Benefits Report, March 2017**

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the Community Benefits Report, March 2017.

**MM: Braden**                      **SM: Murdy-Haber**                      **ACTION CARRIED: 5-0**

**Approval of Moving the PNC Foundation Sinking Fund from PNC Bank to People's Security Bank**

**Motion:** Based upon the recommendation of the Executive Director and the Foundation Finance Committee, the Board of Directors approves moving the PNC Foundation Sinking Fund from PNC Bank to People's Security Bank.

**MM: Braden**                      **SM: Stinner**                      **ACTION CARRIED: 5-0**

X. **New Business**

Finance Committee

**Acceptance of February 2017 Financial Reports**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors accepts the February 2017 Financial Reports.

**MM: Finance Committee**                      **ACTION CARRIED: 5-0**

**Approval of Source for Teachers Contract**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Source for Teachers Contract.

**MM: Braden**                      **SM: Stinner**                      **ACTION CARRIED: 5-0**

**Approval of Moravian College Athletic Trainer Intern Contract**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Moravian College Athletic Trainer Intern Contract.

**MM: Stinner**                      **SM: Murdy-Haber**                      **ACTION CARRIED: 5-0**

**Approval of MBI Contract**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the MBI Contract.

**MM: Braden**                      **SM: Stinner**                      **ACTION CARRIED: 5-0**

**Approval of Concussion Procedures and Management Guidelines**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Concussion Procedures and Management Guidelines

**MM: Stinner**                      **SM: Braden**                      **ACTION CARRIED: 5-0**

**Approval of 2017-2018 School Calendar**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2017-2018 School Calendar.

**MM: Braden**                      **SM: Murdy-Haber**                      **ACTION CARRIED: 5-0**

**Approval of Culture Club**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Culture Club.

**MM: Stinner**                      **SM: Murdy-Haber**                      **ACTION CARRIED: 5-0**

**Presentation of Keystone Winter Testing Data - Mrs. Comstock**

Mrs. Comstock thanked Kristen Bruck, Jenna DeFrancisco, and Mary Beth Kemp, who are responsible for student support, remediation, workshops, project based assessments, and after school tutoring.

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Development Committee - no report.

Board Development Committee - no report

Executive Committee.

**Approval of Vice President Appointment**

**Motion:** Based upon the recommendation of the Executive Committee, Paul Braden is appointed to serve the unexpired term of Board Vice President vacated by Yvette Johnson.

**MM: Ehram SM: Stinner ACTION CARRIED: 5-0**

**Approval of Treasurer Appointment**

**Motion:** Based upon the recommendation of the Executive Committee, John Filipos is appointed to serve the unexpired term of Board Treasurer vacated by Paul Braden.

**MM: Braden SM: Murdy-Haber ACTION CARRIED: 5-0**

**XI. Public Comments:** (limited to 3 minutes per individual) Mrs. Lowery thanked the faculty and staff for assisting her daughter, Genesis Lowery, in her freshmen year.

**XII. Adjournment**

**Motion to adjourn at 7:00pm: MM: Ehram SM: Stinner ACTION CARRIED: 5-0**

**Next Meeting Date and Time: Thursday, May 11, 2017, 6pm, Conference Room, 2nd Floor**

Respectfully Submitted,

Cheryl Schurz, Board Secretary