

Thursday, April 14, 2016 Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015 **Second Floor Conference Room** **6:00pm**

The President called the meeting to order at 6:05pm.

- I. Pledge of Allegiance:
- II. Moment of Silence:
- III. Roll Call:

Present:

Mario Acerra	Paul Braden	Otto Ehram
Mark Ferguson	Yvette Johnson	Rosemary Murdy-Haber
Len Perrett	Charles Stinner	

Absent:

John Filipos	William Moran
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Also Present from Administration:

Diane LaBelle, Executive Director	
Carise Comstock, Dean of Academic Affairs	Sharon Fehlinger-Ricker, Principal
AJ Kise, Supervisor of Special Programs	Joey Schubert, Dean of Student Services
Cheryl Schurz, Director of Finance	Debra Storm, Director of Development

IV. **Executive Session:**

Motion: The Board of Directors moves to go into Executive Session at 6:07pm.

MM: Ehram SM: Stinner ACTION CARRIED: 8-0

V. **Open Session:**

The Board of Directors returns to Open Session at 6:23 pm.

Opening Remarks –

- Mr. Acerra, Board President –
 - The Board remembers Ralph Montesano, an early LVPA Board member who passed away 3/28/16. Mr. Montesano served as Board Treasurer and Webmaster. Mr. Montesano provided excellence to the Board and he will be missed.
 - Congratulations to the Charter Arts Administration to qualify for achieving the Title I Reward for High Achievement.

- Ms. Diane LaBelle, Executive Director –
 - Thanks to Mrs. Fehlinger-Ricker and her Administrative Staff and Teachers for the Title I Reward for High Achievement. This status is awarded to only the top 5% schools in the Commonwealth of PA. Charter Arts is focusing on individual needs of students.
 - Ms. LaBelle reminded the Board of the Donor Recognition Event, April 18, 2016 at 4pm. All are welcome.

- Executive Director's Report

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

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

- i. Acceptance of February 11 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 Student Services – Schubert
- vii. Dean of Academic Affairs - Comstock
- viii. Technology Report – Levernier

MM: Stinner

SM: Braden

ACTION CARRIED: 8-0

VIII. Personnel Report

Approval of April 2016 Personnel Report and Lincoln Tech Intern List

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves April 2016 Personnel Report and Lincoln Tech Intern List.

MM: Ferguson

SM: Stinner

ACTION CARRIED: 8-0

IX. **Foundation Board Liaison Report – Mr. Mark Ferguson**

Mr. Ferguson is organizing a social gathering with the Charter Arts Board and the Charter Arts Foundation Board. Please email Mr. Ferguson with possible dates and times.

X. **Old Business – none.**

XI. **New Business**

Finance Committee

Acceptance of February 2016 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the February 2016 Financial Reports.

MM: Finance Committee

ACTION CARRIED: 8-0

Approval of Designation of Agent Resolution for Snow Removal Disaster Relief and Emergency Assistance

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Designation of Agent Resolution for Snow Removal Disaster Relief and Emergency Assistance.

MM: Braden

SM: Johnson

ACTION REQUIRED: 8-0

Curriculum Committee

Keystones Testing Review – Mrs. Comstock

Approval of IU20 Contract Summer School (Credit Recovery)

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the IU20 Contract for Summer School (Credit Recovery)

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Approval LEED Curriculum

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the LEED Curriculum

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Class Trip

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the following school trip:

Theatre Trip to London, UK, June 19-26, 2017

MM: Perrett

SM: Johnson

ACTION CARRIED: 8-0

Administration

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

Clubs

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the following clubs.

Coloring Club and Vocal Music Club

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Development Committee – no report

Board Development Committee

Mrs. Johnson reported that the Charter Arts Bylaws require a minimum of 9 Board Members. The Charter Arts Board is looking for Board candidates with the following expertise: Business, Artistic Education, Finance, and Community Relations. Please forward Board candidates names to Mrs. Johnson.

Executive Committee

Discussion of Strategic Plan Update – Mrs. Johnson (see handout)

Mrs. Johnson reported that she met with the staff on April 6, 2016. Mrs. Johnson is seeking volunteers to serve on the “Dream Team”. The “Dream Team” will work on the Charter Arts Strategic Plan for 2017-2022.

Strategic Plan Timeline:

May 2016 – Surveys to all Stakeholders

Summer 2016 - Collaborative Meeting

Fall 2016 – Summarize Surveys

Fall/Winter 2016 – Discuss accomplishments and strategize goals and objectives.

2016- 2017 – Develop and Implement New Strategic Plan

Approval of 2016-2017 Calendar

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2016-2017 Calendar.

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

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

XIII. **Adjournment**

Motion to adjourn at 7:00pm: MM: Stinner

SM: Johnson

ACTION CARRIED: 8-0

Next Meeting Date and Time: Thursday, May 12, 2016, 6pm, Conference Room, 2nd Floor

Respectfully Submitted.

Cheryl Schurz
Board Secretary