

Thursday, April 12, 2018 Minutes

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

The President called the meeting to order at 6:02pm.

I. Pledge of Allegiance:

II. Moment of Silence:

III. Roll Call:

Present:

Mario Acerra

Erica Dickson

Otto Ehram (arrived at 6:08pm)

Cheryl Mueller

Rosemary Murdy-Haber

Len Perrett

Margaret Smith

Charles Stinner

Absent:

Paul Braden

Mark Ferguson

John Filipos

Also Present from Administration:

Diane LaBelle, Executive Director

Carise Comstock, Principal

Mario Romania Larvie, Assistant Principal

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 6:04 pm for Personnel, Legal, and Property discussion.

MM: Mueller

SM: Murdy-Haber

ACTION CARRIED: 8-0

V. Open Session:

The Board of Directors returns to Open Session at 6:21 pm.

Opening Remarks –

- Mr. Acerra, Board President - President Acerra welcomed the visiting Lehigh University Students
- Ms. Diane LaBelle, Executive Director - Many student performances this month and next, I hope you can attend!
- Executive Director's Report

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

VII. Acceptance of Consent Agenda Items:

- i. Acceptance of February 8, 2018 Meeting Minutes
- ii. Principal's Report - Comstock
- iii. Facility and Safety Report - Filchner
- iv. Development Report - Storm
- v. Public Relations Report - Gillette
- vi. Technology Report - Levernier
- vii. Outreach - Brown

MM: Mueller

SM: Stinner

ACTION CARRIED: 8-0

VIII. Personnel Report

Acceptance of April 2018 Personnel Report

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the April 2018 Personnel Report.

MM: Mueller

SM: Stinner

ACTION CARRIED: 8-0

Administration

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

IX. **Charter Arts Foundation**
Foundation Report – Mr. Ferguson

X. **Old Business None.**

XI. **New Business**

Finance Committee

Acceptance of February 2018 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the February 2018 Financial Reports.

MM: Finance Committee

ACTION CARRIED: 8-0

Approval of Affiliation Site Agreement with the University of Scranton

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Affiliation Site Agreement with the University of Scranton.

MM: Smith

SM: Stinner

ACTION CARRIED: 8-0

Approval of St. Luke’s Physician Group First Amendment to Agreement for Service

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the St. Luke’s Physician Group First Amendment to Agreement for Service.

MM: Mueller

SM: Murdy-Haber

ACTION CARRIED: 8-0

Approval of Bayada Contract February 2018- June 2018

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Bayada Contract February 12, 2018 through June 30, 2018.

MM: Murdy-Haber

SM: Perrett

ACTION CARRIED: 8-0

Approval of Transportation Contract with Mrs. Lowery

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Transportation Contract with Mrs. Lowery.

MM: Smith

SM: Stinner

ACTION REQUIRED: 8-0

Review of 2018-2019 Preliminary Budget - TABLED until May 2018 meeting

Development Committee

Mrs. Mueller reported on the **Gala** - April 27th at SteelStacks. The Committee is working on live and silent auction items. Auction items are still being accepted. Continuing to look for Gala sponsors and new 2018-2019 parents have been invited. This year’s spotlight is on Alumni.

Ms. Dickson reported on the **Alumni** Committee. The Committee is building an Alumni Association and working on future events.

Board Development Committee No report.

Curriculum Committee

Keystone Presentation - Dr. Carise Comstock

Approval Step Team, Debate Club

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of

Administration

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

Directors approves the Step Team and Debate Club.

MM: Murdy-Haber

SM: Perrett

ACTION CARRIED: 8-0

Approval of PMEA All State Orchestra to Lancaster, PA April 17-21, 2018 and Touring Choir trip to NYC May 26-May 29, 2018.

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the PMEA All State Orchestra trip April 27-021, 2018 and the Touring Choir Trip to NYC May 26-May 29, 2018.

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Approval of 2018-2019 Charter Arts Course Catalog

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2018-2019 Course Catalog.

MM: Murdy-Haber

SM: Smith

ACTION CARRIED: 8-0

Approval of Colonial IU 20 Contract for Therapeutic Emotional Support Services

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the contract with Colonial IU 20 for Therapeutic Emotional Support Services.

MM: Stinner

SM: Smith

ACTION CARRIED: 8-0

Approval of Colonial IU 20 Notice of Adoption of Policies, Procedures, Use of Funds

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Colonial IU 20 Notice of Adoption of Policies, Procedures, Use of Funds.

MM: Ehram

SM: Smith

ACTION CARRIED: 8-0

Executive Committee

Approval of Revised 2017-2018 School Calendar

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

MM: Ehram

SM: Stinner

ACTION CARRIED: 8-0

Approval of 2018-2019 School Calendar

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the 2018-2019 School Calendar.

MM: Smith

SM: Murdy-Haber

ACTION CARRIED: 8-0

Approval of MOU with Steel Ice Rink

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the MOU with Steel Ice Rink beginning March 2018 for a period of 2 years.

MM: Stinner

SM: Smith

ACTION CARRIED: 8-0

Approval of MOU with BASD for Transportation in case of Evacuation

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the MOU with BASD.

MM: Smith

SM: Stinner

ACTION CARRIED: 8-0

Approval of Alumni By-Laws

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Alumni By-Laws.

MM: Dickson

SM: Stinner

ACTION CARRIED: 8-0

Administration

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

Approval of the following Policies:

103.1, 103.2	Attachments Nondiscrimination Policies
140	Child Find Policy
201.1	Enrollment Policy
210.1	Standing Order - Epinephrine and Naloxone Policy
246	Student Wellness
254	FERPA
801	Public Records
803	School Calendar
804	School Day
805	Emergency Preparedness
806	Child-Student Abuse
807	Opening Exercises/Flag Displays
808	Food Service
810, 810.2	Transportation and Bus Conduct & Safety Code
811	Bonding
812	Property Insurance
813	Other Insurance
814	Copyright Material
815	Computer Network & Internet Use and
815.1	Electronic Student Records Access
815.2	Acceptable Posting
818	Contracted Services
825	State Mandate Waivers

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

MM: Mueller SM: Smith ACTION CARRIED: 8-0

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

XIII. Adjournment

Motion to adjourn at 6:58pm: MM: Ehram SM: Smith ACTION CARRIED: 8-0

**Next Meeting Date and Time: Thursday, May 10, 2018, 6pm, Conference Room, 2nd Floor
(Board Re-Organization Meeting)**

Respectfully Submitted,

Cheryl Schurz, Board Secretary