

Thursday, August 31, 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 6:05pm.

I. Pledge of Allegiance:

II. Moment of Silence:

III. Roll Call:

Present:

Mario Acerra

Paul Braden

Mark Ferguson

John Filipos

Len Perrett

Charles Stinner

Absent:

Otto Ehram

Rosemary Murdy-Haber

Also Present from Administration:

Diane LaBelle, Executive Director

Carise Comstock, Principal

Stephanie Covelle, Director of Guidance

Ashlee Grennan, Dir of Special Education

MaryJo Rosania Harvie, Assistant Principal

Lauren Sheldon, Assistant Principal

Cheryl Schurz, Director of Finance

Debra Storm, Director of Development

IV. Introduction of New Hires

V. Acknowledgements

The Board acknowledged Mrs. Covelle, Dir of Guidance, for outstanding leadership to the Class of 2017. The Class received \$4.72 million in grants and financial aid for institutions of higher learning. Congratulations Mrs. Covelle!

VI. **Executive Session:**

Motion: The Board of Directors moves to go into Executive Session at 6:10pm.

MM: Braden

SM: Filipos

ACTION CARRIED: 6-0

VII. **Open Session:**

The Board of Directors returns to Open Session at 6:44pm.

Opening Remarks –

- Mr. Acerra, Board President

President Acerra welcomed the Board to a new school year. President Acerra also welcomed Ms. Dickson, Ms. Mueller, and Ms. Smith (all potential Board candidates).

- Ms. Diane LaBelle, Executive Director

Ms. LaBelle noted that the 17-18 Employee Handbook has been completed with no significant changes. Ms.

LaBelle noted that the faculty and staff are aware of the changes.

Thanks to Mrs. Rosania Harvey the 17-18 Student Planner and Handbook has been over hauled. A new Code of Conduct is detailed in the Student Handbook.

635 students began the 17-18 school year on August 30, 2017.

- Executive Director's Report

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

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

- i. Acceptance of June 8, 2017 Meeting Minutes
- ii. Facility and Safety Report - Filchner
- iii. Development Report - Storm
- iv. Public Relations Report - Gillette
- v. Technology Report - Levernier

Administration

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

- vi. Principal's Report – Principal Comstock
MM: Ferguson SM: Stinner ACTION CARRIED: 6-0
- X. **Approval of August 2017 Personnel Report**
Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the August 2017 Personnel Report
MM: Filipos SM: Braden ACTION CARRIED: 6-0
- XI. **Charter Arts Foundation**
See Foundation Report – Mr. Ferguson
- Approval of 2017-2018 Charter Arts Foundation Officers**
Motion: Based upon the recommendation of the Executive Director and the Charter Arts Foundation Board, the Board of Directors approves the following slate of Officers to serve the 2017-2018 Charter Arts Foundation Board.
President - Marna Hayden Vice President - Emrich Stellar
Secretary - Mark Metzgar Treasurer - Melina Stitt
MM: Ferguson SM: Braden ACTION CARRIED: 6-0
- XII. **Old Business None.**
- XIII. **New Business**
Finance Committee
Acceptance of June 2017 and July 2017 Financial Reports
Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the PRELIMINARY June 2017 and July 2017 Financial Reports.
MM: Finance Committee ACTION CARRIED: 6-0
- Approval of the following contracts:**
Center for Humanistic Change
Colonial IU 20 - Paraeducator Learning Network Subscription
Colonial IU 20 - screening, evaluations, direct/instructional/therapy
Colonial IU 20 - Transperfect
Lunar
Mansfield University
MBI Heating & Air Conditioning
Northampton County Area Community College
St. Lukes - Physician
Julie Sweitzer - Foundation Grant Writer
Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the above contracts.
MM: Stinner SM: Ferguson ACTION CARRIED: 6-0
- Development Committee No report.
- Board Development Committee
Erica Dickson, Margaret Smith, & Cheryl Mueller – Candidates for Board of Directors
Rev. Braden encouraged the Board to refer all potential Board Candidates to either Ms. LaBelle or Rev. Braden.
- Curriculum Committee
Approval of 2017-2018 Student Handbook
Motion: Based upon the recommendation of the Executive Director and the Curriculum Committee, the Board of Directors approves the 2017-2018 Student Handbook.
MM: Curriculum Committee ACTION CARRIED: 6-0

Presentation of Report on Committees - Rosania Harvie

Presentation of Spring 2017 Testing Data - Comstock

Executive Committee

Approval of 2017-2018 Employee Handbook

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the 2017-2018 Employee Handbook.

MM: Braden SM: Ferguson ACTION CARRIED: 6-0

Approval of Board Policies - TABLED UNTIL OCTOBER 2017 MEETING

Updated Policies

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the 000, 100, 200, 300, 400, 500, 600,700, 800, 900 Policies.

MM: SM: ACTION REQUIRED:

Approval of New Legal Firm

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves Marshall Dennehey Firm as legal counsel in personnel issues.

MM: Filipos SM: Stinner ACTION CARRIED: 6-0

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

XV. Adjournment

Motion to adjourn at 7:30pm: MM: Ferguson SM: Filipos ACTION CARRIED: 6-0

Next Meeting Date and Time: Thursday, October 19, 2017, 6pm, Conference Room, 2nd Floor

Respectfully Submitted,

Cheryl Schurz, Board Secretary