



675 East Broad St. , Bethlehem, PA 18018 610-868-2971 Email: cschurz@lvpa.org

Thursday, August 23, 2012 Minutes

MEETING PLACE: 675 E. Broad St., Bethlehem, PA 18018 Room 118 6:15pm

Executive Session will be held at 6pm followed by the Open Board Meeting

The President called the meeting to order at 6pm.

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

Present:

Mario Acerra	Paul Braden	Otto Ehram Jr
Mark Ferguson	Thomas Kartsotis	Gerry Pandaleon
Len Perrett		

Absent:

Marc Basist	Jon Drescher	Nancy Mikkelsen
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Also Present:

Diane LaBelle (Executive Director)	Sharon Fehlenger-Ricker (Principal)
Debra Storm (Development)	Cheryl Schurz (Business)

- IV. Opening Remarks: Mr. Acerra, Board President
Mr. Acerra reminded the Board that the school would be celebrating our 10-year anniversary milestone this year.

Mr. Acerra congratulated the Touring Choir on their outstanding achievements during the World Choir Games in Cincinnati. The Choir competed with university and high school choirs and finished number three in their category.

Ms. LaBelle, Executive Director

Congratulations to Sarah Grapek who competed in the Miss Lehigh Valley Competition. Miss Grapek was crowned Lehigh Valley Outstanding Young Woman during the summer break.

LVPA students have been nominated for another Emmy for "Cosmos World". Stay tuned.

- V. **Motion to go to Executive Session at 6:05pm.**
MM: Braden SM: Ferguson ACTION CARRIED: 7-0
Acerra – Yes Braden – Yes Ehram - Yes
Ferguson – Yes Kartsotis – Yes Pandaleon – Yes
Perrett – Yes

The Board returned to open session at 6:38pm

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

VII. Executive Director’s Report

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

- i. Facility Report - Schurz
- ii. Technology Report – Scheinblum
- iii. Development Report – Storm
- iv. Principal’s Report – Fehlinger-Ricker

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Consent Agenda items.

MM: Braden SM: Ferguson ACTION CARRIED: 8-0

Acerra – Yes	Braden – Yes	Ehrsam - Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		
Mikkelsen – Yes by proxy email		

IX. **Approval of 6/21/12 Meeting Minutes and Closed Session Minutes**

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Corrected 6/21/12 Meeting Minutes and 6/21/12 Closed Session Minutes.

MM: Pandaleon SM: Kartsotis ACTION CARRIED: 7-0

Acerra – Yes	Braden – Yes	Ehrsam - Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		

X. Personnel

Staff Roster

Motion: Based upon the recommendation of the Executive Director and the Finance Committee, the Board of Directors approves additions to the 2012-2013 Staff Roster.

MM: Ferguson SM: Kartsotis ACTION CARRIED: 7-0

Acerra – Yes	Braden – Yes	Ehrsam - Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		

XI. Old Business - None

XII. New Business

Finance Committee

Review of PRELIMINARY June 30, 2012 Financial Statements (Annual Audit currently in progress)

Approval of Restricted Fund Balance

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors restricts \$48,432.40 of the fund balance in the Development account based on restrictions by the donors as of June 30, 2012. (see attached for detail)

MM: Pandaleon SM: Braden ACTION CARRIED: 8-0

Acerra – Yes	Braden – Yes	Ehrsam – Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		

Mikkelsen – Yes by proxy email

Approval of “gift” from Development fund raising efforts to the Foundation.

Motion: Based upon the recommendation of the Finance Committee and the Executive Director, \$50,000 of the Development Department’s net income from 2011-2012 was moved to the LVPA Foundation Capital Campaign Account. A check was written and deposited on July 20, 2012. These funds which were unrestricted are now assigned to the Capital Campaign Fund.

MM: Braden **SM: Pandaleon** **ACTION CARRIED:8-0**
Acerra – Yes Braden – Yes Ehrsam – Yes
Ferguson – Yes Kartsotis – Yes Pandaleon – Yes
Perrett – Yes
Mikkelsen – Yes by proxy email

Approval of Capital Campaign Funds from 2012 Gala and Development Funds previously classified as “Capital Campaign” transferred to the Foundation.

Motion: Based upon the recommendation of the Finance Committee, \$23,328.12 will be transferred from Development and General accounts to the Capital Campaign Account from monies collected for the Capital Campaign at the 2012 Gala and monies previously donated with the “Capital Campaign” classification. These funds are now assigned to the Capital Campaign Fund.

MM: Braden **SM: Pandaleon** **ACTION CARRIED:8-0**
Acerra – Yes Braden – Yes Ehrsam – Yes
Ferguson – Yes Kartsotis – Yes Pandaleon – Yes
Perrett – Yes
Mikkelsen – Yes by proxy email

Approval of Steel Ice Center lease addendum

Motion: Based upon the recommendation of the Finance Committee and the Executive Director, the Board of Directors approve the Steel Ice Center lease addendum for the 2012-2013 school year. (see attachment July 23, 2012 letter from Steel Ice Center).

Acerra – Yes Braden – Yes Ehrsam – Yes
Ferguson – Yes Kartsotis – Yes Pandaleon – Yes
Perrett – Yes
Mikkelsen – Yes by proxy email

MM: Ferguson **SM: Kartsotis** **ACTION CARRIED:8-0**

Curriculum Committee

Mr. Perrett reported the Committee will be meeting with the Principal after the startup of school.

Approval of Students Clubs

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

LVPA Student Clubs 2012-2013

Club	Club

After School Dance Rehearsal	Red Cross Club
Anime	SADD Club
Art Alliance	SAP
AV Club	Scholastic Scrimmage
Debate Club	Science
French	Second Stage
Friends of Rachel	Senior Class
Gay Straight Alliance	Senior Seminar
Gospel Choir	Show Choir
Interact	Spanish
Literary Magazine	Student Government
National Honor Society	Thespian Society
New Art Society	Wholigans
Newspaper	Yearbook
Prom	Young Artist Ensemble
	Youth for Christ

MM: Braden

SM: Ehram

ACTION CARRIED:8-0

Acerra – Yes

Braden – Yes

Ehram – Yes

Ferguson – Yes

Kartsotis – Yes

Pandaleon – Yes

Perrett – Yes

Mikkelsen – Yes by proxy email

Resource Development Committee

Mr. Ehram reported that the Committee met August 23, 2012 to discuss grants, cost for Gala, structure of Capital Campaign and ongoing support.

Board Development Committee – no report.

Executive Committee

Approval of Charter School Annual Report

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Charter School Annual Report.

MM:Perrett

SM:Kartsotis

ACTION CARRIED:8-0

Acerra – Yes

Braden – Yes

Ehram – Yes

Ferguson – Yes

Kartsotis – Yes

Pandaleon – Yes

Perrett – Yes

Mikkelsen – Yes by proxy email

LVPA Foundation Board Appointments

Motion: Based upon the recommendation of the Executive Director, the Board of Directors appoints the following LVPA Foundation Board members. **TABLED until next meeting.**

Timothy Charlesworth	Holly Chelasci	
David Lyons	Sheryl Maher	Mark Metzgar
Rosemary Murdy-Haber	Frank Shipman	Melinda Stitt

Motion: Motion to table approval of LVPA Foundation Board appointments until the prospective Foundation Board Members’ bios can be reviewed by the LVPA Board of Directors

MM: Pandaleon SM: Ferguson ACTION CARRIED:7-0

Acerra – Yes	Braden – Yes	Ehrsam – Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		

Motion: Based upon the recommendation of the Executive Director, the Board of Directors appoints the following as Board of Directors non- voting liaison members to the LVPA Foundation Board.

Mario Acerra	Paul Braden	Mark Ferguson
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MM:Perrett SM:Ehrsam ACTION CARRIED:7-0

Acerra – Yes	Braden – Yes	Ehrsam – Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		

Approval of Updated Employee Handbook

Ms. LaBelle reported that the school ‘s attorney has reviewed the Employee Handbook and Ms. LaBelle discussed the changes made to the Handbook.

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

MM: Braden SM:Ferguson ACTION CARRIED:8-0

Acerra – Yes	Braden – Yes	Ehrsam – Yes
Ferguson – Yes	Kartsotis – Yes	Pandaleon – Yes
Perrett – Yes		
Mikkelsen – Yes	by proxy email	

Approval of Charter School Construction Application (PDE 397)

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Charter School Construction Application (PDE 397). **Tabled until next meeting.**

MM: SM: ACTION REQUIRED:

Approval of School Name Change

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the school’s name change to “The Lehigh Valley Charter High School for the Arts” and directs the Development and Marketing Department to move forward on the branding process based upon the new language in the new name.

MM:Perrett

SM:Ferguson

ACTION CARRIED:7-0

Acerra – Yes
Ferguson – Yes
Perrett – Yes

Braden – Yes
Kartsotis – Yes

Ehrsam – Yes
Pandaleon – Yes

Approval of Agreement of Sale

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Executive Director/CEO to move forward on exploration, negotiation, and pursuance of an agreement of sale and/or a potential school lease site.

MM:Ehrsam

SM:Braden

ACTION CARRIED:7-0

Acerra – Yes
Ferguson – Yes
Perrett – Yes

Braden – Yes
Kartsotis – Yes

Ehrsam – Yes
Pandaleon – Yes

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

XIV. Adjournment:

Motion to adjourn: 7:20PM **MM:Braden** **SM:Kartsotis** **ACTION CARRIED:7-0**

Acerra – Yes
Ferguson – Yes
Perrett – Yes

Braden – Yes
Kartsotis – Yes

Ehrsam – Yes
Pandaleon – Yes

Next Meeting Date and Time: Thursday, October 11, 2012, 6pm

Respectfully Submitted,

Cheryl Schurz

Board Secretary