

# Administration

675 East Broad Street, Bethlehem, PA 18018  
phone 610-868-2971 | fax 610-868-1446

## Thursday, August 22, 2013 Minutes

MEETING PLACE: 675 E. Broad St., Bethlehem, PA 18018      Room 101      6:00pm

The Board President called the meeting to order at 6:13pm.

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

Present:

Mario Acerra	Paul Braden	Otto Ehram
Jennifer Faust	Mark Ferguson	Tom Kartsotis
Len Perrett	Charles Stinner	

Absent:

Marc Basist	Nancy Mikkelsen
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Also Present:

Diane LaBelle, Executive Director	Sharon Fehlinger-Ricker, Principal
Cheryl Schurz, Director of Finance	Debra Storm, Director of Development

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

- V. Executive Session:

**Motion:** The Board of Directors moves to go into Executive Session at 6:14 pm.

**MM: Braden      SM: Stinner      ACTION CARRIED: 8-0**

Mario Acerra - Yes	Paul Braden - Yes	Otto Ehram - Yes
Jennifer Faust - Yes	Mark Ferguson - Yes	Tom Kartsotis - Yes
Len Perrett - Yes	Charles Stinner - Yes	

- VI. Open Session:

The Board of Directors returns to Open Session at 6:48 pm.

Opening Remarks –

- Mr. Acerra, Board President thanked Jennifer Faust for her service to the Board and the Finance Committee. Ms. Faust is moving out of the area.
- Ms. Diane LaBelle, Executive Director – Charter Arts will begin the school year with 9 new staff members. There is great energy in the building. The faculty has been in professional development all week. Charter Arts is opening with 483 students.
- Executive Director’s Report

Ms. Labelle acknowledged and commended math teacher, Jamie Hill, for her work with the Personal Finance class in designing an arts business and working with students across disciplines to develop a business plan for those businesses.

Ms. Hill presented a sampling of the Personal Finance Class projects. The students developed a plan to generate business revenue for the new school. Projects included 1) rental of our new space and Charter Arts staff providing tech assistance, 2) development of a festival to celebrate the arts, 3) Art Gallery utilization with public showings, and 4) food vending for students and refreshments during performances. The Board thanked Ms. Hill for her presentation and the leading the students in a real life project.

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VIII. Acceptance of Consent Agenda Items:

- i. Acceptance of June 20, 2013 Meeting Minutes and Executive Session Minutes
- ii. Facility Report - Silvany
- iii. Technology Report – Scheinblum
- iv. Development Report and Public Relations – Storm
- v. Principal’s Report – Fehlinger-Ricker
- vi. Dean of Academic Affairs Report - Comstock

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

**MM: Ehram**

Mario Acerra - Yes  
Jennifer Faust - Yes  
Len Perrett - Yes

**SM: Braden**

Paul Braden - Yes  
Mark Ferguson - Yes  
Charles Stinner - Yes

**ACTION CARRIED: 8-0**

Otto Ehram - Yes  
Tom Kartsotis - Yes

IX. Personnel Report

**Approval of 2013-2014 Updates to the Staff Roster and Sub Roster**

**Motion:** Based upon the recommendation of the Executive Director and the Finance Committee, the Board of Directors approves the 2013-2014 Updates to the Staff Roster and Sub Roster.

**MM: Stinner**

Mario Acerra - Yes  
Jennifer Faust - Yes  
Len Perrett - Yes

**SM: Ferguson**

Paul Braden - Yes  
Mark Ferguson - Yes  
Charles Stinner - Yes

**ACTION CARRIED: 8-0**

Otto Ehram - Yes  
Tom Kartsotis - Yes

X. Old Business None.

XI. New Business

Finance Committee

**Approval of June 2013 Financial Statements**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the June 2013 Financial Statements. Note these statements are prior to financial audit (scheduled for August 22, 23).

**MM: Finance Committee**

Mario Acerra - Yes  
Jennifer Faust - Yes  
Len Perrett - Yes

**ACTION CARRIED: 8-0**

Paul Braden - Yes  
Mark Ferguson - Yes  
Charles Stinner - Yes

Otto Ehram - Yes  
Tom Kartsotis - Yes

Curriculum Committee

**Approval of Curriculum Selection Guide**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2013-2014 Curriculum Selection Guide. Mr. Perrett complimented Ms. Fehlinger-Ricker on the changes to the Curriculum Selection Guide.

**MM: Perrett**

Mario Acerra - Yes  
Jennifer Faust - Yes  
Len Perrett - Yes

**SM:**

Paul Braden - Yes  
Mark Ferguson - Yes  
Charles Stinner - Yes

**ACTION CARRIED: 8-0**

Otto Ehram - Yes  
Tom Kartsotis - Yes

## Administration

### Approval of Induction Plan

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

<b>MM: Perrett</b>	<b>SM:</b>	<b>ACTION CARRIED: 8-0</b>
Mario Acerra - Yes	Paul Braden - Yes	Otto Ehram - Yes
Jennifer Faust - Yes	Mark Ferguson - Yes	Tom Kartsotis - Yes
Len Perrett - Yes	Charles Stinner - Yes	

### Presentation of Student Assessment Data – Mrs. Comstock (see handout)

#### Discussion of After School Supervision

Mr. Perrett asked for clarification regarding the supervision of students after school. Students MUST be supervised by a teacher? Mr. Perrett is concerned that the “organic nature of the school is being impacted by safety”.

Ms LaBelle responded that the Administration has concerns about managing students without supervision. If the students stay after school, we need to pay an After School Supervisor. In prior years, we did babysitting. This year, we want to institute tutoring after school.

Mr. Ferguson is concerned about students coming from distances and the Administration needs to take that into consideration.

Ms. LaBelle replied, the Administration will work with parents and car pooling drivers.

Mr. Stinner asked what will happen if kids hang out on the sidewalk after school?

Ms. LaBelle replied we will evaluate the program in a few weeks.

Executive Committee – None.

Resource Development Committee – None.

Board Development Committee – None.

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

XIII. Adjournment

<b>Motion to adjourn:</b> 7:35PM	<b>MM:Ferguson</b>	<b>SM: Stinner</b>	<b>ACTION CARRIED: 7-0</b>
Mario Acerra - Yes		Otto Ehram - Yes	
Jennifer Faust - Yes	Mark Ferguson - Yes	Tom Kartsotis - Yes	
Len Perrett - Yes	Charles Stinner - Yes		

(Rev. Braden left at 7:30pm)

**Next Meeting Date and Time: Thursday, October 10, 2013, 6pm.**