

## Thursday, December 13, 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 6:05pm.

**I.** Pledge of Allegiance:

**II.** Moment of Silence:

**III.** Roll Call:

Present:

Mario Acerra

Paul Braden

Otto Ehram

John Filipos

Cheryl Mueller

Rosemary Murdy-Haber

Len Perrett

Margaret Smith

Absent:

Mark Ferguson

Charles Stinner

Also Present from Administration:

Diane LaBelle, Executive Director & CEO

Stephanie Covelle

Carise Comstock, Principal

MaryJo Rosania-Harvie, Assistant Principal

Lauren Sheldon, Assistant Principal

Cheryl Schurz, Director of Finance

**IV. Approval of New Board Member, Curlee Raven Holton**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves Curlee Raven Holton to serve the Board of Directors with a term ending May 2021.

**MM: Braden**

**SM: Smith**

**ACTION CARRIED: 8-Yes, 0-No, 0-Abstentions**

**V. Executive Session:**

**Motion:** The Board of Directors moves to go into Executive Session at 6:10 pm for Personnel, Legal, and Property discussion.

**MM: Smith**

**SM: Murdy-Haber**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**VI. Open Session:**

The Board of Directors returns to Open Session at 6:25 pm.

**Opening Remarks –**

▪ **Mr. Acerra, Board President**

President Acerra congratulated the Administration on our Blue Ribbon Recognition and thanked the Board for their service in 2018. President Acerra looks forward to a productive and successful 2019.

▪ **Ms. Diane LaBelle, Executive Director**

Ms. LaBelle said the school has received the 10,000 Friends of PA Award and the Keystone Award of Excellence. Our SPP score is 81.7 and we are in the top 5 schools in the Lehigh Valley.

▪ Executive Director's Report

**VII. Public Comments:** (limited to 3 minutes per individual) none.

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

i. Acceptance of October 18, 2018 Meeting Minutes

ii. Principal's Report - Comstock

iii. Facility and Safety Report - Filchner

iv. Development Report - Storm

v. Public Relations Report - Gillette

The Lehigh Valley Charter High School for the Arts provides a unique environment that fosters a creative, rigorous academic approach to learning and a development of talents in the arts. Built on passion, discipline and a commitment to excellence, this integrative educational experience inspires all student to believe in who they are and in what they can accomplish

Administration

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- vi. Technology Report - Levernier
- vii. Outreach - Brown
- viii. Committee Updates - Rosania-Harvie

MM: Murdy-Haber

SM: Filipos

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**IX. Personnel Report**

**Approval of December 2018 Personnel Report**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the December 2018 Personnel Report.

MM: Mueller

SM: Murdy-Haber

**ACTION CARRIED: 8-Yes, 0-No, 1-Abstentions  
(Holt - did not have access to report before meeting)**

**X. Charter Arts Foundation**

**Foundation Report – No Report.**

**Approval of New Foundation Board Member, Jennifer Giordano**

**Motion:** Based upon the recommendation of the Executive Director and the Foundation Board, the Board of Directors approves Jennifer Giordano to serve the Foundation Board.

MM: Mueller

SM: Smith

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**XI. Old Business**

**Act 55 Training**

**Approval of the following Policies:**

000,100, 201, 202, and 255

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the above policies. With amendments, **(Policy 204 will be voted on at the February 2019 meeting).**

MM: Braden

SM: Smith

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**XII. New Business**

Finance Committee

**Acceptance of October 2018 Financial Reports**

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

MM: Finance Committee

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**Acceptance of 2017-2018 School and Foundation Audits and 2017-2018 School and Foundation Form 990s**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors accepts the 2017-2018 School and Foundation Audits and 2017-2018 School and Foundation Form 990s.

MM: Finance Committee

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**Approval of Contracts:**

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves following Contracts.

**Colonial IU 20 (2 contracts)**

MM: Smith

SM: Murdy-Haber

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

Development Committee - No Report.

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### Board Development Committee

Rev. Braden requested the Board review the documents related to Frank Shipman's Board Membership. Mr. Shipman will be on the February 2019 Board Agenda.

### Curriculum Committee

#### Blue Ribbon Conference

##### Approval of Blue Ribbon Conference Attendance by Ms. LaBelle and Dr. Comstock

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the Executive Director and Principal to attend the Blue Ribbon Conference in Washington, DC, November 6-8, 2018.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

##### Approval of 2018-2019 Student Clubs:

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves following 2018-2019 Student Club:

#### Challenge Mode

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

##### Approval of Chapter 339 School Counseling Plan

##### Presentation by Mrs. Covelle, Director of Guidance

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Chapter 339 School Counseling Plan.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

### Executive Committee

#### Acceptance of Strategic Plan Report

Ms LaBelle discussed the following (see handout).

- 1) Improve Educational Outcomes
- 2) Improve Physical Facility
- 3) Organization Communications (concentration on Safety)
- 4) Financial Sustainability
- 5) Culture

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors accepts the Strategic Plan Report.

**MM: Perrett**

**SM: Mueller**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

##### Approval To Eliminate the Figure Skating Program Effective 6/30/19.

Ms. LaBelle discussed the Analysis of the Figure Skating Department (past, present, and future 2018-2019 school year) Enrollment, Revenue, and Net Profit per student.

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the elimination of the Figure Skating Program effective 6/30/19.

**MM: Perrett**

**SM: Ehram**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

##### Approval of 2019-2020 Course Catalog

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2019-2020 Course Catalogs with the elimination of Figure Skating Department Courses.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

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**Acceptance of L.R. Settlement**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors accepts the L.R. Settlement.

**MM: Mueller**

**SM: Filipos**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

**Approval of Resolution for PCCD Safe Schools Grant**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the Resolution for PCCD Safe Schools Grant.

**MM: Filipos**

**SM: Smith**

**ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**

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

**XIV. Adjournment**

**Motion to adjourn at 7:40pm. MM: Mueller SM: Smith ACTION CARRIED: 9-Yes, 0-No, 0-Abstentions**  
**Next Meeting Date and Time: Thursday, February 14, 2019, 6pm, Conference Room, 2nd Floor**

**Respectfully Submitted,**

**Cheryl Schurz**  
**Board Secretary**