

## Thursday, October 8, 2015 Minutes

MEETING PLACE: 675 E. Broad St., Bethlehem, PA 18018

Second Floor Conference Room

6:00pm

The President called the meeting to order at 6:24pm.

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

Present:

Mario Acerra

Otto Ehram

Yvette Johnson – arrived at 6:45pm

Len Perrett

Mark Ferguson

Charles Stinner

John Filipos

Rosemary Murdy-Haber

Absent:

Marc Basist

William Moran

Paul Braden

Otto Ehram

Administration:

Diane LaBelle, Executive Director

Cheryl Schurz, Director of Finance

Sharon Fehlinger-Ricker, Principal

Debra Storm, Director of Development

IV. **Executive Session:** **THE BOARD DID NOT GO INTO EXECUTIVE SESSION.**

V. **Open Session:**

Opening Remarks –

- Mr. Acerra, Board President
- Ms. Diane LaBelle, Executive Director – Building is functioning well. Still adjusting the HVAC and electrical systems.
- Executive Director's Report

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

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

- i. Acceptance of August 27, 2015 and September 16, 2015 Meeting Minutes
- ii. Facility and Safety Report - Filchner
- iii. Development Report - Storm
- iv. Public Relations Report - Gillette
- v. Principal's Report – Fehlinger-Ricker
- vi. Dean of Academic Affairs – Comstock – **pulled from consent agenda**
- vii. Dean of Student Affairs – Schubert
- viii. Director of Audio Visual Technology – Righi

MM: Stinner

SM: Ferguson

**ACTION CARRIED: 6-0**

Mr. Ferguson asked whether the Peer to Peer Teacher Evaluation is an approved PDE process and whether the faculty will be trained on the process. Also is the Peer to Peer voluntary? Mrs. Fehlinger-Ricker reported that yes, the process is PDE approved and yes, the faculty will be trained during scheduled professional development time. Peer to Peer is optional; teachers can elect to have a formal evaluation.

**Motion to Accept the Dean of Academic Affairs Report.**

MM: Ferguson

SM: Stinner

**ACTION CARRIED: 6-0**

- VIII. Personnel Report  
**Approval of October 2015 Personnel Report and Lincoln Tech Fall Semester Students Interning at Charter Arts.**  
**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the October 2015 Personnel Report and Lincoln Tech Fall Semester Students Interning at Charter Arts.  
**MM: Filipos SM: Murdy-Haber ACTION CARRIED: 6-0**
- IX. Foundation Board Liaison Report – Mr. Mark Ferguson  
**Approval of the Following Contracts and Purchase Orders:**  
**Colonial Electric Supply Co, Inc.**  
**Marcus Michael**  
**MM: Ferguson SM: Stinner ACTION CARRIED: 6-0**
- Ratify the Following New Market Tax Credit Financing Contracts:**  
**Chase**  
**City First**  
**Community First**  
**TRF**  
**MM: Stinner SM: Filipos ACTION CARRIED: 6-0**
- Approval of appointing Lisa Jeffrey, Parent Liaison and Karin Wagner to the Foundation Board for a period of 3 years each beginning September 2015.**  
**MM: Ferguson SM: Filipos ACTION CARRIED: 6-0**
- X. **Old Business – none.**
- XI. **New Business**  
Finance Committee  
**Acceptance of August 2015 Financial Reports**  
**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors accepts the August 2015 Financial Reports.  
**MM: Finance Committee ACTION CARRIED: 6-0**
- Colonial IU 20 Contracts**  
**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the Colonial IU IDEA contract and the Colonial IU Interpreting Service contract.  
**MM: Stinner SM: Filipos ACTION CARRIED: 6-0**
- Steel Ice Center Contract**  
**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the Steel Ice Center lease agreement for the 2015-2016 school year.  
**MM: Ferguson SM: Filipos ACTION CARRIED: 6-0**
- School Relocation**  
**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the relocation of the school to 321 E. Third St, Bethlehem, PA 18015.  
**MM: Murdy-Haber SM: Ferguson ACTION CARRIED: 7-0**

Administration

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

**Address Change**

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors directs the Director of Finance and Administration to change the School and Foundation's address with all banks with which the School or Foundation have an account, the IRS, the PA Bureau of Business Trust Fund taxes, PA Bureau of Charitable Organizations, and any other PA Departments needing an updated address.

**MM: Stinner**

**SM: Filipos**

**ACTION CARRIED: 7-0**

**Curriculum Committee**

Mr. Perrett reported the Committee is working on developing cross curricular electives and electives for non-majors.

**Class Trip**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Touring Choirs trip to Walt Disney World, Orlando Florida, December 28, 2015 – January 1, 2016.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 7-0**

**Clubs**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the attached list of student clubs.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 7-0**

Board Development Committee No report.

Executive Committee No report.

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

XIII. **Adjournment**

**Motion to adjourn at 6:50pm. MM: Ferguson SM: Filipos ACTION CARRIED: 7-0**

**Next Meeting Date and Time: Thursday, December 10, 2015, 6pm, Conference Room, 2nd Floor**