

## Thursday, October 13, 2016 Minutes

**MEETING PLACE:** 321 E. Third St., Bethlehem, PA 18015      **Second Floor Conference Room**      **6:00pm**

**The President called the meeting to order at 6:02pm.**

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

Present:

Mario Acerra	Paul Braden	Otto Ehram
Mark Ferguson	Rosemary Murdy-Haber	Len Perrett
Charles Stinner		

Absent:

John Filipos	Yvette Johnson
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Administration:

Diane LaBelle, Executive Director	
Carise Comstock, Dean of Academic Affairs	AJ Kise, Supervisor of Special Programs
Cheryl Schurz, Director of Finance	Debra Storm, Director of Development

**IV. Executive Session:**

**Motion:** The Board of Directors moves to go into Executive Session at 6:05pm.

**MM: Braden**                      **SM: Ehram**                      **ACTION CARRIED: 7-0**

**V. Open Session:**

The Board of Directors returns to Open Session at 6:15 pm.

Opening Remarks

- Mr. Acerra, Board President  
President Acerra welcomed the Board to a new semester and thanks Mrs. Johnson for her work with the Strategic Planning Committee. The Committee is making "great progress".
- Ms. Diane LaBelle, Executive Director  
Congratulations to the Charter Arts Administration and Teachers for excellent Keystone Scores and SPP score. Charter Arts has been awarded the distinction of Title I High Achieving School Status (awarded to the top 5% Title I schools in Pennsylvania).  
Charter Arts has applied to the John Lennon Educational Tour Bus Program. The bus is coming to Charter Arts November 1, 2016. Charter Arts is partnering with ArtsQuest. The bus has audio/video recording equipment where our students will create a video which features our students.
- Executive Director's Report

**VI. Public Comments:** (limited to 3 minutes per individual)

- Mr. Kensler expressed interest in serving on the Board of Directors.
- Mrs. Lowery expressed her appreciation of Charter Arts. Her daughter is a 9<sup>th</sup> grade vocal major and is happy and thriving.

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

- i. Acceptance of August 25, 2016 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
- vii. Technology Report – Levernier
- viii. Facility Rental Reports - Blust

**MM: Braden**

**SM: Stinner**

**ACTION CARRIED: 7-0**

Administration

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

VIII. **Personnel Report**

**Approval of October 2016 Personnel Report**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the October 2016 Personnel Report (including Lincoln Tech Interns).

**MM: Ferguson**

**SM: Stinner**

**ACTION CARRIED: 7-0**

IX. **Foundation Report – Mr. Ferguson**

Mr. Ferguson reported that the Foundation Board is chipping away at the remaining \$1.4 million Capital Campaign Goal. Mr. Scott Hawk is stepping down from the Presidency, but still remaining on the Foundation Board. Mr. Hawk will continue to serve as the Cultivation Chair.

**Review of Foundation Financial Report**

X. **Old Business – None.**

XI. **New Business**

Finance Committee

**Acceptance of August 2016 Financial Reports**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors accepts the August 2016 Financial Reports.

**MM: Finance Committee**

**ACTION CARRIED: 7-0**

Rev. Braden also advised the Board that the Finance Committee met with Josh Laychock of Northeast Financial Group concerning the selection of funds for employees' 403(b) and Roth retirement accounts.

**Approval of Contracts**

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

Aaron

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**MM: Braden**

**SM: Ferguson**

**ACTION CARRIED: 7-0**

**Curriculum Committee**

**Approval of Student Trip**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Touring Choir Trip to Westminster Choir College, Princeton, NJ, February 16-20, 2017.

**MM: Curriculum Committee**

**ACTION CARRIED: 7-0**

**Approval of 2016-2017 Student Clubs**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2016-2017 Student Clubs.

**MM: Perrett**

**SM: Murdy-Haber**

**ACTION CARRIED: 7-0**

**Presentation – Mrs. Comstock Keystone and SPP Results – see handout**

Mr. Perrett expressed concern and asked the Strategic Planning Committee to address the following:

- Teacher Salaries
- Emotional Support of the teachers
- Staff budget cuts due to enrollment numbers leading to the production of performances and teaching “on a shoestring budget.”
- Charter Arts is becoming more like a public school – “which is a good thing” but time allocation of teachers is a concern. The teachers feel they are overworked and underpaid. Curriculum is important but is only as good as the teacher who is teaching the curriculum. Support for teachers is important and necessary.

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**Development Committee** – no report.

**Board Development Committee** – no report.

**Executive Committee**

**Approval of Resolution Contract**

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

**MM: Braden**

**SM: Stinner**

**ACTION CARRIED: 7-0**

**Discussion of Strategic Plan Update – President Acerra**

**XII. Public Comments:** (limited to 3 minutes per individual)

- Mr. Kensler congratulated the school on the Keystone and SPP scores. Mr. Kensler encouraged the school to market this information.
- Mrs. Lowery again expressed her thanks to the school with regards to her daughter's education.

**XIII. Adjournment**

**Motion to adjourn at 7:17pm**    **MM: Braden**                      **SM: Ehram**                      **ACTION CARRIED: 7-0**

**Next Meeting Date and Time: Thursday, December 8, 2016, 6pm, Conference Room, 2nd Floor**

Respectfully Submitted,

Cheryl Schurz, Board Secretary