

## Thursday, June 13, 2019 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 -arrived 6:16pm

Absent:

Curlee Holton

Frank Shipman

Charles Stinner

Also Present from Administration:

Diane LaBelle, Executive Director & CEO

Carise Comstock, Principal

MaryJo Rosania-Harvie, Assistant Principal

Lauren Sheldon, Assistant Principal

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 6:07 pm for Personnel, Legal, and Property discussion.

**MM: Braden**

**SM:Mueller**

**ACTION CARRIED: Yes-7, 0-No, 0-Abstentions**

**V. Open Session:**

The Board of Directors returns to Open Session at 6:45 pm.

**Opening Remarks –**

- Mr. Acerra, Board President -  
On behalf of the Board, President Acerra thanked Debra Storm for her service to Charter Arts and expressed his thanks for her warm and fostering relationships with donors, parents, and students.
- Ms. Diane LaBelle, Executive Director  
As of 6/13/19, 653 students are registered for the 2019-2020 school year.
- Executive Director's Report

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

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

- i. Acceptance of May 9, 2019 Meeting Minutes
- ii. Principal's Report - Comstock
- iii. Facility and Safety Report - Filchner
- iv. Development Report - Storm
- v. Grant Report - Sweitzer
- vi. Public Relations Report - Gillette
- vii. Technology Report - Levernier
- viii. Outreach - Brown

**MM: Smith**

**SM: Filipos**

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

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

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

**IX. Personnel Report**

**Approval of June 2019 Personnel Report and Updated 2019-2020 Personnel Roster**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the June 2019 Personnel Report and Updated 2019-2020 Personnel Roster.

**MM: Filipos SM: Braden ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**X. Charter Arts Foundation**

**Motion:** Based upon the recommendation of the Executive Director, Board of Directors approves the nomination of Tami Booth Corwin to serve on the Foundation Board of Directors.

**MM: Braden SM: Smith ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**XI. Old Business**

**Act 55 Training** - Rev. Braden will follow up with Mr. Holton and Mr. Shipman to see if they have completed their required training.

**Approval of Updated 2019-2020 Meeting Schedule**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the Updated 2019-2020 Meeting Schedule.

**MM: Perrett SM: Murdy-Haber ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**Approval the Following Policies:**

**Computer Network & Internet Use Policy 815, Crowd Funding Policy 815.7, Attendance Policy 204.2**

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the Computer Network & Internet Use Policy, Crowd Funding Policy, and Attendance Policy.

**MM: Mueller SM: Smith ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**XII. New Business**

Finance Committee

**Acceptance of April 2019 Financial Reports**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors accepts the April 2019 Financial Reports.

**MM: Finance Committee ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**Review of 2019-2020 and approval of School, Development and Foundations Budgets**

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the 2019-2020 School Fund Balance as of 6/30/2019 to be \$128,372.19.

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the 2019-2020 School, Development, and Foundation Budgets.

**MM: Finance Committee ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

**Approval of MBI and PROASYS Contracts**

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

**MM: Mueller SM: Filipos ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**

Development Committee - No report.

Board Development Committee  
Jasmin Woodson will be elected to the Board in August 2019.

Curriculum Committee - No report.

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

**XIV. Adjournment**

**Motion to adjourn at 7:05 pm: MM: Filipos SM:Mueller ACTION CARRIED: Yes-8, 0-No, 0-Abstentions**  
**Next Meeting Date and Time: Thursday, August 29, 2019, 6pm, Conference Room, 2nd Floor.**

Respectfully Submitted,

Cheryl Schurz  
Board Secretary