

Thursday, May 14, 2020 Agenda ZOOM Meeting

REORGANIZATION MEETING

MEETING PLACE: 321 E. Third St, Bethlehem, PA 18015

6:00pm

The CEO will call the meeting to order.

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

Present:

Mario Acerra
Cheryl Mueller
Len Perrett
Charles Stinner

Paul Braden
Rosemary Murdy-Haber
Frank Shipman
Jasmin Woodson

John Filipos
Norma Nunez-Ruch
Margaret Smith

Administration:

Administration:

Diane LaBelle, Executive Director & CEO
MaryJo Rosania-Harvie, Assistant Principal
Cheryl Schurz, Director of Finance

Carise Comstock, Principal
Lauren Sheldon, Assistant Principal
Dawn Markowski-Fernandez, Donor Relations/Events

- IV. Reorganization/ Governance Actions:

- 1. The Board of Directors approves the following **Board Appointments**:
Terms Expire May 2021- May 2023

MM:

SM:

ACTION REQUIRED:

BOARD OF DIRECTORS AND ADMINISTRATIVE INFORMATION

Term Expires - May 2021

Norma Nunez-Ruch Allentown Symphony Assoc., Education Director	Jasmine Woodson Lehigh University
	Cheryl Mueller Financial Controller

Term Expires – May of 2022

Mario Acerra NCC, Professor	Paul Braden Pastor, Retired
John Filipos Buckno Lisicky & Co, CPA/Shareholder	Leonard Perrett Dept. Chair of English, Retired

Term Expires – May 2023

Rosemary Murdy-Haber Professor, Music	
Margaret Smith Project Manager	Frank Shipman Pastor

The Executive Director welcomes the new board. Action then proceeds to the nomination of officers.

- After soliciting nominations from the Board, the Executive Director recommends the following **Officer Nominations** for the 2020-2021 school year:
 President: Mario Acerra
 Vice-President: Paul Braden
 Treasurer: John Filipos

If there are no further nominations, the Executive Director entertains a motion to elect the slate of officers.

MM: SM: ACTION REQUIRED:

AT THIS POINT IN THE MEETING THE NEW PRESIDENT TAKES OVER THE CHAIR

- Committee Assignments** made by President:

Finance Committee:

John Filipos, Chair Paul Braden

Curriculum Committee:

Len Perrett, Chair Rosemary Murdy-Haber Jasmine Woodson

Resource Development Committee:

Cheryl Mueller

Board Development Committee:

Paul Braden, Chair Margaret Smith

- Foundation Board Assignments:**

Based on the recommendation of the Executive Director, the Board of Directors appoints Frank Shipman as Liaison to the Foundation Board.

MM: SM: ACTION REQUIRED:

- V. Executive Session:
Motion: The Board of Directors moves to go into Executive Session to discuss Personnel, Property, and Legal Issues at _____pm.
MM: _____ **SM:** _____ **ACTION REQUIRED:** _____

- VI. Open Session:
The Board of Directors returns to Open Session at _____ pm.

Opening Remarks –

- Mr. Acerra, Board President
- Ms. Diane LaBelle, Executive Director

- VII. Public Comments: (limited to 3 minutes per individual)

VIII. **Acceptance of April 16, 2020 Minutes and Executive Committee Minutes**

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the April 16, 2020 Minutes and Executive Committee Minutes.

MM: _____ **SM:** _____ **ACTION REQUIRED:** _____

IX. **Appointment of Providers 2020-2021**

Based on the recommendation of the Executive Director, the Board of Directors appoints Hutchinson, Gillahan & Freeh, as auditors.

Based on the recommendation of the Executive Director, the Board of Directors appoints the following firms as attorneys at law of record:

Latsha Davis Yohe & McKenna, P.C., Exton, PA, Charter School Specialists
King, Spry, Herman, Freund & Faul, LLC, Bethlehem, PA, Public School Law Specialists
Worth, Magee & Fisher, Allentown, PA, Public School Law Specialists
Fitzpatrick, Lentz, Bubba, Center Valley, PA, Real Estate Specialists
Flamm, Walton PC, Allentown, PA, Employment Specialist
Marshall, Dennehey, Warner, Coleman & Goggin, Allentown, PA, Employment Specialist
Fellheimer & Eichen LLP, Philadelphia, PA, Real Estate Specialists

Based on the recommendation of the Executive Director, the Board of Directors appoints Equinox as benefits broker.

Based on the recommendation of the Executive Director, the Board of Directors appoints HMK as liability Insurance Broker.

Based on the recommendation of the Executive Director, the Board of Directors appoints PenServ as 403b Administrator.

Based on the recommendation of the Executive Director, the Board of Directors appoints Carbon Lehigh IU 21 as Technology Support and PowerSchool support.

Based on the recommendation of the Executive Director, the Board of Directors appoints St Luke's University Health Network as School Nurse, Athletic Trainer, and School Physician.

Based on the recommendation of the Executive Director, the Board of Directors appoints ESS as Sub Service Provider.

MM: SM: ACTION REQUIRED:

X. Personnel

Approval of May 2020 Personnel Report

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the May 2020 Personnel Report.

Approval of 2020-2021 Staff Roster

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the 2020-2021 Staff Roster.

MM: SM: ACTION REQUIRED:

XI. **Foundation Report**

Mr. Frank Shipman

XII. **Old Business**

Approval of Policies 610, 611, and 626a

Motion: Based upon the recommendation of the Executive Director and the Finance Committee, the Board of Directors approves the 610, 611, and 626a Policies

MM: SM: ACTION REQUIRED

XIII. **New Business**

Finance Committee

Presentation of 2020-2021 Development and School Budgets

CSI Contract

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2020-2021 CSI Contract,

MM: SM: ACTION REQUIRED:

Curriculum Committee

Revised 2019-2020 Charter Arts School Calendar

Motion: Based upon the recommendation of the Executive Director the Board of Directors approves the 2019-2020 Charter Arts School Calendar

MM: SM: ACTION REQUIRED:

Executive Committee

Proposed 2020-2021 Meeting Schedule

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the proposed 2020-2021 Meeting Schedule.

MM: SM: ACTION REQUIRED:

Resource Development Committee

Board Development Committee

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

XV. Adjournment

Administration

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

Motion to adjourn: PM MM: SM: ACTION REQUIRED:

Next **ZOOM Meeting** Date and Time: Thursday, June 11, 2020, 6pm