

Thursday, December 10, 2020 Minutes
ZOOM MEETING

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

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

Cheryl Mueller (arrived at 6:08)

Frank Shipman

Paul Braden

Norma Nunez-Ruch

Margaret Smith

John Filipos

Len Perrett

Jasmin Woodson

Absent:

Rosemary Murdy-Haber

Present from Administration:

Carise Comstock, Superintendent and CEO

MaryJo Rosania-Harvie, Co-Principal

Roobhenn Smith, Asst. Principal

Lauren Sheldon, Co-Principal

Cheryl Schurz, Director of Finance

Guest: Diane LaBelle attended for Executive Session only.

IV. Executive Session

Motion: The Board of Directors moves to go into Executive Session at 6:07pm for Personnel, Legal, and Property discussion.

MM: Braden

SM: Filipos

ACTION CARRIED: Yes-8, No-0, Abstentions-0
(Mueller not present)

V. Open Session:

The Board of Directors returns to Open Session at 6:27 pm.

Opening Remarks:

- Mr. Acerra, Board President
 - President Acerra thanked the Administration and Teachers for all their work teaching students in a remote learning environment.
 - President Acerra asked the Board to observe a moment of silence for Tom Kartotis who was a former Charter Arts Board member and served on our Curriculum Committee. Mr. Kartotis died December 5th. He was respected by the community and retired from BASD as a Principal.
- Dr. Carise Comstock, Superintendent & CEO
 - Dr. Comstock introduced Roobhenn Smith and reported that Mr. Smith jumped right in and is a welcome addition to the Charter Arts Administration.
 - Dr. Comstock reported that due to Covid, there will be no winter wave Keystone Exams. We are waiting for direction from PDE concerning the spring wave Keystone Exams.
 - PDE requires all Board Members to have a public email address and the email address must be posted on the school's website. More information to come.
 - Dr. Comstock reported that due to substantial spread of Covid, Charter Arts filed an Attestation with PDE on 11/30/20 that Charter Arts will remain in 100% remote learning mode until at least January 2021, which was

previously communicated to our stakeholders, or until Northampton County is in moderate spread for two consecutive weeks

- Act 110 requires schools separate a sexual assault perpetrator and his/her victim in a school setting.
- EDI hosted 4 focus groups. Scott Blair moderated the groups and we received good feedback from participants.
- Dr. Comstock reported that a committee has started to evaluate the Strategic Plan.

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

VII. Acceptance of Consent Agenda Items:

Acceptance of October 8, 2020 Meeting Minutes
Co-Principal's Report - Rosania-Harvie/Sheldon
Facility and Safety Report - Filchner
Grant Report - Theodore
Public Relations Report - Gillette
Technology Report - Levernier
Executive Consultant Report - LaBelle

MM: Filipos

SM: Smith

**ACTION CARRIED: Yes-8,No-0,Abstentions-0
(Ruch did not vote - internet problems)**

VIII. Personnel Report.

Approval of December 2020 Personnel Report

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approves the December 2020 Personnel Report

MM: Smith

SM: Filipos

**ACTION CARRIED: Yes-8,No-0,Abstentions-0
(Ruch did not vote - internet problems)**

IX. Charter Arts Foundation

Foundation Report - Mr. Shipman

Next meeting is scheduled for Monday, December 14th. The Board is working on creative approaches to fundraising. Dr. Comstock reported that Giving Tuesday revenue totaled \$7,285 and the Zombie 5K brought \$3,732 in revenue.

X. Old Business None.

XI. New Business

Finance Committee

Acceptance of October 2020 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the October 2020 Financial Reports.

MM: Finance Committee

**ACTION CARRIED: Yes-8,No-0,Abstentions-0
(Ruch did not vote - internet problems)**

Acceptance of 2019-2020 School and Foundation Audits and Form 990s

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the 2019 - 2020 School and Foundation Audits and Form 990s.

MM: Finance Committee

**ACTION CARRIED: Yes-8,No-0,Abstentions-0
(Ruch did not vote - internet problems)**

Approval of Contracts

Carbon Lehigh Intermediate Unit #21

DeSales University

Motion: Based upon the recommendation of the Superintendent & CEO, the Board of Directors approves the above contracts.

MM: Braden

SM: Smith

**ACTION CARRIED: Yes-9,No-0,Abstentions-0
(Ruch returned)**

Development Committee No report.

Board Development Committee

Rev. Braden reported the Committee is working on the By-Laws and the document is currently being reviewed by the school’s attorney. The revised By-Laws will be presented at the February 2021 Board meeting.

Curriculum Committee

Approval of New 2020-2021 Charter Arts Clubs

African American Achievement (3A - previously approved) name change to Black Student Union
Speech and Debate Club
Gaming Club
Media Club

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approves the new 2020-2021 Charter Arts Clubs

MM: Curriculum Committee **ACTION CARRIED: Yes-9,No-0,Abstentions-0**

Approval of updates to the current Course Catalogue for 2021-2022

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approves the 2021- 2022 Course Catalogue

MM: Curriculum Committee **ACTION CARRIED: Yes-8,No-0,Abstentions-0**
(Woodson did not vote - internet problems)

Approval of Waiving the Community Service Graduation Requirement for Class of 2021 and Reducing the Community Service Requirement by 15 hours for the Classes of 2022 2023, and 2024

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approves waiving the Community Service Graduation Requirement for the Class of 2021 and reducing the Community Service Requirement by 15 hours for the Classes of 2022. 2023, and 2024.

MM: Curriculum Committee **ACTION CARRIED: Yes-8,No-0,Abstentions-0**
(Woodson did not vote - internet problems)

Executive Committee

Approval of New HVAC Law Firm (Leech Tishman) for HVAC Litigation:

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approves the Law Firm of Leech Tishman.

MM: Shipman **SM: Braden** **ACTION CARRIED: Yes-9,No-0,Abstentions-0**
(Woodson returned)

Approval of Updated Policies:

Motion: Based upon the recommendation of the Superintendent & CEO and the Co-Principals, the Board of Directors approve the following policies.

- | | |
|--------------------|--|
| Policy 008a | Organizational Chart - withdrew from vote, to be considered February 2021 |
| Policy 103.1 | Nondiscrimination on the Basis of Sex in School and Classroom Practices |
| Policy 103.2 | Nondiscrimination in Educational Programs Students with Disabilities Protected Under Section 504/Chapter15/ADA |
| Policy 103.2a | Nondiscrimination in Educational Programs Incident Report & Complaint Form |
| Policy 104.1 | Nondiscrimination on the Basis of Sex in Employment Contract Practices |
| Policy 113 | Special Education |
| Policy 216 | Student Records |
| Policy 248.1 | Harassment of Students on the Basis of Sex (Title IX) |
| Policy 348.1 | Harassment of Employees on the Basis of Sex (Title IX) |
| Policy 821 | Electronic Signatures |

MM: Braden **SM: Nunez-Ruch** **ACTION CARRIED: Yes-9,No-0,Abstentions-0**

Approval of Resolution for Dr. Comstock named as Charter Arts Superintendent & CEO for digital signatures

Motion: Based upon the recommendation of the Superintendent & CEO, the Board of Directors approves the Resolution to authorize Dr. Comstock to e-sign on behalf of the school as stated in the Resolution.

MM: Perrett **SM: Braden** **ACTION CARRIED: Yes-9,No-0,Abstentions-0**

Approval of MOUs

Bethlehem Area School District
Bethlehem City Police Department
Bethlehem YMCA

Steel Ice Center

Motion: Based upon the recommendation of the Superintendent & CEO, the Board of Directors approves the above MOUs.
MM: Perrett **SM: Braden** **ACTION CARRIED: Yes-9, No-0, Abstentions-0**

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

XIII. Adjournment

Motion to adjourn 7:11pm MM: Filipos SM: Smith **ACTION CARRIED: Yes-9, No-0, Abstentions-0**

Next Meeting Date and Time: Thursday, February 11, 2021, 6pm, ZOOM meeting.

Respectfully submitted,

Cheryl Schurz, Board Secretary