

Thursday, December 12, 2024

## School Board Meeting Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015 @ 6:00 pm

Zoom link: <https://us02web.zoom.us/j/85322448578?pwd=MWFVZnBvQUhZa0FBbnJ0Qs3SUdIZz09>

The President called the meeting to order at 6:04pm.

### I. Pledge of Allegiance & Moment of Silence

### II. Board Member Roll Call

Mario Acerra, President

Paul Braden, VP

John Filipos, Treasurer

Tim Laubach

Karen Mustonen

Sergio Rivas

Cora Savage

Chuck Schubert

Margaret Smith

Jasmine Woodson

#### Administration:

Dr. Christina Lincoln, CEO

Jennifer Levernier, Principal

Cheryl Schurz, Director of Finance & Board Secretary

### III. Vertex Presentation - pulled from Agenda.

### IV. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:06 pm for Personnel, Legal, and Property discussion.

MM:Filipos

SM:Laubach

Motion Carried:Yes-7,No-0,Abstentions-0

### V. Open Session:

The Board of Directors returns to Open Session at 6:09 pm.

#### Opening Remarks:

Mr. Acerra, Board President

President Acerra thanked the Board for their service to Charter Arts. He also expressed his pride in Shye Roberts who placed 2nd in the Voice. Shye is a graduate of Charter Arts.

### VI. CEO Report

Dr. Christina Lincoln, CEO

Dr. Lincoln thanked the Board for their service and wished the Board Happy Holidays.

The current enrollment is 547 students. The school continues to take RSVPs for auditions in January

and February for the 25-26 school year.  
Please see the CEO report.

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

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

Acceptance of October 10, 2024 Minutes  
Principal Reports  
Operations Report

Motion: The Board of Directors approves the Consent Agenda.

MM:Braden

SM:Filipos

Motion Carried:Yes-7,No-0,Abstentions-0

**IX. Personnel Report**

Approval of December 2024 Personnel Report

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the December 2024 Personnel Report.

MM:Filipos

SM:Mustonen

Motion Carried:Yes-7,No-0,Abstentions-0

**X. Foundation Report**

Foundation Report by Margaret Smith

Rev. Braden reported that the Giving Circle attended a presentation by the Dance Department on 12/11/24. Both the Annual Appeal and Giving Tuesday are underway.

**XI. Committee Reports**

Finance Committee report by John Filipos

Acceptance of November 2024 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the November 2024 Financial Reports.

MM:Committee

Motion Carried:Yes-7,No-0,Abstentions-0

Acceptance of June 2024 School and Foundation Audits

Acceptance of June 2024 School and Foundation Form 990s

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the June 2024 School and Foundation Audits and the June 2024 School and Foundation Form 990s.

MM:Committee

Motion Carried:Yes-7,No-0,Abstentions-0

Resource Development Committee report by Cora Savage

Ms. Savage reported at this month's meeting the Committee discussed creating a more focused sub-committee and working collaboratively with the staff in regards to marketing, promotions, and development.

Board Development Committee report by Paul Braden

Rev. Braden intends to meet with Ali Santos for Board membership. Ms. Santos is an alum and a parent.

Curriculum Committee Report by Jasmine Woodson (Sergio Rivas will report this meeting)

Approval of New 2024-2025 Students Clubs

Motion: Based upon the recommendation of the Curriculum Committee, and the Principal, the Board of Directors approves the following student clubs:

BlockBuster Club

Peer Composer Chamber Ensemble Club

MM:Savage

SM:Schubert

Motion Carried:Yes-7,No-0,Abstentions-0

Approval of Incident Report and Complaint Form

Motion: Based upon the recommendation of the Curriculum Committee, and the Principal, the Board of Directors approves the Incident Report and Complaint Form.

MM:Laubach

SM:Schubert

Motion Carried:Yes-7,No-0,Abstentions-0

Approval of SAS Institute Conference

Motion: Based upon the recommendation of the Curriculum Committee, and the Principal, the Board of Directors approves Mrs. Erin Meehan-Mariano to attend the SAS Institute Conference in Hershey, PA, December 9-11, 2024.

MM:Braden

SM:Filipos

Motion Carried:Yes-7,No-0,Abstentions-0

**XII. Old Business** None.

**XIII. New Business**

Approval of Contracts/Agreements

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following contracts/agreements.

Cutting Edge Contract

Edwards Business Systems Copier Proposal

Palmeri Transportation Contract - updated

Reset Outdoors

Vertex - pulled from Agenda

MM:Laubach

SM:Filipos

Motion Carried:Yes-7,No-0,Abstentions-0

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

**XV. Adjournment**

Motion to adjourn at 6:39 pm.

MM:Schubert

SM:Savage

Motion Carried:Yes-7,No-0,Abstentions-0

**Next Meeting: February 13, 2025 6pm**

Respectfully submitted,

Cheryl Schurz  
Board Secretary