

Thursday, August 28, 2025

## School Board Meeting Minutes

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

Zoom link: <https://zoom.us/j/2534557756>

The President called the meeting to order at 6pm.

I. Pledge of Allegiance & Moment of Silence

II. Board Member Roll Call

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Mario Acerra, President | <input type="checkbox"/> Tim Laubach               | <input checked="" type="checkbox"/> Chuck Schubert |
| <input checked="" type="checkbox"/> Paul Braden, VP         | <input checked="" type="checkbox"/> Karen Mustonen | <input checked="" type="checkbox"/> Margaret Smith |
| <input type="checkbox"/> John Filipos, Treasurer            | <input type="checkbox"/> Sergio Rivas              | <input type="checkbox"/> Jasmine Woodson           |

### Administration:

- Dr. Christina Lincoln, CEO
- Jennifer Levernier, Principal
- Cynthia Evans, Assistant Principal and Title I Coordinator
- Cheryl Schurz, Director of Finance & Board Secretary

III. Board Resignation and Appointment

Motion: The Board of Directors accepts the resignation of Jasmine Woodson, with regret, effective 8/12/25.

MM: Board Development Committee

Motion Carried: Yes-5, No-0, Abstention-0

The Board of Directors appoints Loren Speziale to the Board of Directors with a term expiration date of May 2027.

The Board of Directors appoints Rebecca Hudock to the Board of Directors with a term expiration date of May 2028.

MM: Board Development Committee

Motion Carried: Yes-5, No-0, Abstention-0

IV. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:05pm for Personnel, Legal, and Property discussion.

MM: Smith

SM: Schubert

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

V. Open Session:

The Board of Directors returns to Open Session at 6:12 pm.

**Opening Remarks:**

**Mr. Acerra, Board President**

**President Acerra welcomed the Board to a new school year. He also welcomed Mrs. Cyndi Evans as Charter Arts new Assistant Principal.**

**VI. CEO Report**

**Dr. Christina Lincoln, CEO**

**Dr. Lincoln thanked the Board for serving Charter Arts and discussed the powerpoint included in the Board Drive.**

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

**VIII. Acceptance of Consent Agenda Items and Previous Meeting Minutes:**

**Principal Reports**

**Operations Report**

**Motion: The Board of Directors approves the Consent Agenda.**

**MM: Smith**

**SM: Schubert**

**Motion Carried:Yes-7,No-0,Abstention-0**

**Acceptance of June 12, 2025 Minutes**

**Motion: The Board of Directors approves the June 12, 2025 Minutes.**

**MM: Smith**

**SM: Braden**

**Motion Carried:Yes-5,No-0,Abstention-2**

**Abstentions Hudock and Speziale not present at the last Board of Director's meeting.**

**IX. Personnel Report**

**Approval of August 2025 Personnel Report**

**Motion: Based upon the recommendation of the CEO, the Board of Directors approves the August 2025 Personnel Report.**

**MM: Speziale**

**SM: Mustonen**

**Motion Carried:Yes-7,No-0,Abstention-0**

**Approval of Mrs. Cynthia Evans, Assistant Principal, effective 8/18/25**

**Motion: Based upon the recommendation of the CEO, the Board of Directors approves the contract with Cynthia Evans as Assistant Principal, effective 8/18/25 (needed for EDNA updates).**

**MM: Smith**

**SM: Schubert**

**Motion Carried:Yes-7,No-0,Abstention-0**

**X. Foundation Report**

**Foundation Report by Margaret Smith**

**Dr Lincoln-**

**MusikFest Parking Fundraiser raised close to \$7,000.**

**Development position hire in progress as a contracted position.**

**Mrs. Smith-**

**The Foundation Board held their re-organization meeting in July and they are refining their nominating process.**

**There is currently a billboard campaign to promote the school.**

**The Foundation plans to overhaul the website in 25-26.**

**The Giving Circle will support 3 school projects in 25-26 and their goal is \$30K - \$35K in 25-26.**

**May 2, 2026 is the planned date for Gala 2026 at the Industrial Museum in Bethlehem.**

The Foundation's next project is to review the Strategic Plan. Their priorities this year are working on a Capital Campaign to pay off the mortgage, hiring a Dir of Development, and researching data for our Grant Writer.

## XI. Committee Reports

### Finance Committee report by Paul Braden

Acceptance of PRELIMINARY June 2025 Financial Reports and July 2025 Financial Reports  
Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the PRELIMINARY June 2025 Financial Reports and July 2025 Financial Reports.

MM: Committee

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

### Resource Development Committee Report

Did not meet this month.

### Board Development Committee report by Margaret Smith

Approval of Updates to 2025-2026 Board Meeting Schedule

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the update to the 2025-2026 Board Meeting Schedule.

MM: Committee

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

### Curriculum Committee Report

Approval of Updated to 2025-2026 Student & Family Handbook

Motion: Based upon the recommendation of the CEO and the Principal, the Board of Directors approves the Student & Family Handbook.

MM: Smith

SM: Speziale

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

Approval of Student Clubs

Motion: Based upon the recommendation of the Principal, the Board of Directors approves the following Student Clubs:

Speech & Debate Club

Student Culture Event Club

MM: Braden

SM: Smith

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

Presentation of 2025-2026 Title I Program by Mrs. Cynthia Evans, Assistant Principal and Title I Coordinator

## XII. Old Business None

## XII. New Business

Approval of Updated Policies

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following updated policies:

Policies 326, 426, 526

Complaint Process

Policy 832

Emergency Push Notifications

MM: Mustonen

SM: Smith

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

**Approval of Contracts**

**Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following contracts:**

**Center for Humanistic Change 2025-2026**

**Colonial IU 20 2025-2026 Contracts**

**Executive Security & Tactical Development, LLC 06/01/25 - 06/30/26**

**Otis Elevator Company 8/1/25 - 7/31/2030**

**The PIMS People, LLC 8/4/25 - 6/30/26**

**MM: Braden**

**SM: Speziale**

**Motion Carried:Yes-7,No-0,Abstention-0**

**Approval of PDE 418 2024-2025 Lease Reimbursement**

**Motion: Based upon the recommendation of the CEO, the Board of Directors approves PDE 418 2024-2025 Lease Reimbursement.**

**MM: Speziale**

**SM: Smith**

**Motion Carried:Yes-7,No-0,Abstention-0**

**Approval of 2025-2026 Employee Handbook**

**Motion: Based upon the recommendation of the CEO, the Board of Directors approves 2025-2026 Employee Handbook.**

**MM: Braden**

**SM: Mustonen**

**Motion Carried:Yes-7,No-0,Abstention-0**

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

**XV. Adjournment**

**Motion to adjourn at 7:13pm.**

**MM: Schubert**

**SM: Hudock**

**Motion Carried:Yes-7,No-0,Abstention-0**

**Next Meeting: October 9, 2025, 6pm**

**Respectfully submitted,**



**Cheryl Schurz, Board Secretary**