

# Board of Trustees Meeting Minutes

## October 19, 2024 – 1:30 pm



<https://zoom.us/j/5926642005?pwd=dlQwSHdNWmtQWnlvQ2VMUEt2MGx6dz09>

Dial In: 929-205-6099

Meeting ID: 981 1949 1580

Password: 590210719

The Board of Trustees met in Executive Session twice prior to this meeting. Once on Friday October 18th and another time today on Saturday October 19th to discuss legal and personnel issues which we are permitted by law to discuss in Executive session.

### 1. Meeting Opening

#### A. Call to order

This meeting was called to order at 1:45 pm. by Board Chair, Bonnie M. Schaefer.

#### B. Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

#### C. Roll Call

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor D. Valentine, Sr.	x		
Ms. Stephanie Hamel	x		

#### D. Motion to Amend the Agenda

Be it resolved that the Board approves the motion to amend the agenda to correct the language below. As not to substitute the wording for the actual policy as opposed to the section that it was under.

MM: S.H. SM: V.V. Action: 5-0

- Policy 1103 - Disqualification removal policy is a section under the Board of Trustees Background Checks & Clearances policy
- Policy 3101- Should read Residence/Change of Residence Policy what is said there now is a section under that policy the due process protections
- Policy 4107- is referring to the Staff & Hiring policy and the qualifications that is a section under that policy
- Policy 4301- Should read Enrollment Policy and it includes the section the notifications of school districts

**D. Adoption of the Agenda as amended**

Be it resolved that the Board adopts the agenda as amended.

MM: B.S. SM: S .H. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**2. Public Comment (Agenda Items Only)**

**3. Reports to the Board**

**A. Finance, IT, & OPS** (Melissa Paris, Chief Financial Officer)

**B. Teaching, Learning, and Family Support** (Dr. Shaikha BuAli, Chief Academic Officer)

**C. Human Resources, Marketing, and Enrollment** (Sherri Tate, Chief Human Resources & Marketing Officer)

**D. Public Affairs & Accountability** (Doug Wessels, Chief Public Affairs & Accountability Officer)

**E. Director of Equity and Belonging** (Vicki Andrews, Director of Equity and Belonging)

**F. CEO Report** (Dr. Debra Heath-Thornton, CEO)

**4. Governance Committee**

**A. Approval of Policies**

Be it resolved that the Board of Trustees hereby approves the following policies.

MM: S.H. SM: V.V. Action: 5-0

- 1101 Code of Ethics for Trustees & Officers

- 1102- Conflict of Interest Policy (now named Conflict of Interest and Statement of Financial Interest Policy)
- 1103- Board of Trustees Background Checks & Clearances
- 1104- Board of Trustees Composition Policy- new policy
- 2013- Student Wellness Check Policy- new policy
- 2408- Positive Behavioral Support Policy & Procedures
- 2411- Assistive Technology (AT) Policy
- 2412- Early Intervention Policy (now named Transition from Preschool Early Intervention Programs to Charter School Kindergarten or First Grade Programs Policy)
- 2413- Surrogate Parent Policy
- 2450- Gifted Education Program Policy
- 2802- Title IX Policy and Grievance Procedures
- 3021- Allowability of Costs- Uniform Grant Guidance
- 3101- Residence/Change of Residence Policy
- 4107- Staff & Hiring Policy
- 4301- Enrollment Policy

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**B. Motion to amend the Bylaws to include the audit committee required by ACT 55 enacted July 2024.**

Be it resolved that the Board of trustees adopts the motion to amend the Bylaws to include the audit committee required by Act 55 enacted July 2024.

MM: B.S. SM: C.S. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**C. Motion to nominate and elect the following persons for the audit committee required by Act 55 of 2024.**

Be it resolved that the Board of Trustees adopts the motion to nominate and elect the following persons for the audit committee required by Act 55 of 2024.

MM: S.H. SM: V.V. Action: 5-0

Committee	Chair	Member(s)
Audit	Bonnie M. Schaefer	Dr. Debra Heath-Thornton; Melissa Paris Brenda Sachelben

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer			
Ms. Brenda Sachleben			
Mr. Carl Schwartz			
Mr. Victor Valentine			
Ms. Stephanie Hamel			

**5. Finance Committee**

**A. Approval of Financial Statements**

Be it resolved that the Board of Trustees hereby approves the Financial Statements through September 30, 2024.

MM:V.V. SM: C.S. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**6. Human Resources Committee**

**A. Approval of Personnel Report**

Be it resolved that the Board of Trustees hereby approves the Personnel Report denoting all changes in personnel from August 10th through October 01, 2024.

MM: S.H. SM: C.S. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**7. Other Action Items**

**A. Motion to ratify all previous actions of the Board Trustees Meetings**

Be it resolved that the Board approves the ratification of all previous motions made during Board of Trustees Meetings.

MM: V.V. SM: S.H. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel	x		

**8. Public Comment (Topic related to PA Virtual Operations)**

**9. Closing of Meeting**

**A. Next Meeting - Public Meeting is being held on December 16, 2024 at 6:30 p.m.**

**B. Adjournment Time: 2:34 pm**

The Board approves the motion to adjourn the meeting.

MM: S.H. SM: V.V. Action: 5-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		

Ms. Stephanie Hamel	x		
---------------------	---	--	--

*Carl W. Schwartz*

---

Carl Schwartz, Secretary