

Board of Trustees Meeting Minutes

December 12 , 2022 – 6:30 pm



The Board of Trustees met in Executive Session on October 22 and December 12, 2022 to discuss Charter School business which, if conducted in public, would lead to the disclosure of information or confidentiality protected by law.

<https://zoom.us/j/98119491580?pwd=VnBUajNIOVBHUTY0RmJzbitjWTVMdz09>

Dial In: 929-205-6099

Meeting ID: 981 1949 1580

Password: 590210719

1. Meeting Opening

A. Meeting was called to order at 6:41pm

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. Administer Oath to Sophia Lewis was postponed.

D. Roll Call

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben			7:21pm
Mr. Carl Schwartz	x		
Ms. Sophia Lewis		x	
Mr. Victor D. Valentine, Sr.	x		

E. Adoption of the Agenda

Be it resolved that the Board adopts the agenda.

MM: C.S. SM: V.V. Action: 3-0

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

2. Public Comment (Agenda Items Only)

3. Reports to the Board

A. Finance, IT, & OPS (Jason Billups, 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, Director of Public Affairs & Accountability)

E. Diversity, Equity and Inclusion (Vicki Andrews-Gilmore, Director of Diversity, Equity, and Inclusion)

F. Sr. EVP's report (Dr. Debra Heath-Thornton, Sr. Executive Vice President)

4. Governance Committee

A. Approval of Previous Meeting Minutes

Be it resolved that the Board of Trustees hereby approves the minutes from the following Board of Trustees Meeting: August 22 and October 22, 2022.

MM: C.S. SM: V.V. Action: 4-0

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

B. Approval of Policies

Be it resolved that the Board of Trustees hereby approves the following policy:

- Student Handbook and Code of Conduct

MM: B.S. SM: V.V. Action: 4-0

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

5. Finance Committee

A. Approval of Financial Statements

Be it resolved that the Board of Trustees hereby approves the Financial Statements through October 31, 2022.

MM: C.S. SM: V.V. Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	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 October 8 through December 8, 2022..

MM: C.S. SM: B.S. Action: 4-0

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

B. Approval of Independent Contractor Agreement

Be it resolved that the Board of Trustees approves the contract with Dr. David Weitzel to serve as Advisor to the CEO beginning February 14, 2023 and ending June 30, 2023 pending further review.

MM: C.S. SM: V.V. Action: 4-0

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

C. Approval of Employment Contracts

Be it resolved that the Board of Trustees hereby approves Employment contracts pending further review for:

- Dr. Debra Heath-Thornton
- Jason Billups

MM: B.S. SM: V.V. Action: 4-0

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

D. Staff Recognition

Be it resolved that the Board of Trustees hereby acknowledges the following accomplishment:

1. The Human Resources Department was honored with the Excellence in Talent Acquisition by the Delaware Valley HR Department of the Year Award program.

MM: C.S. SM: V.V. Action: 4-0

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

7. Other Action Items

A. Motion to Amend the Agenda to include the Ray & Associates contract

MM: C.S. SM: B.S. Action: 4-0

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

B. Motion to Approve the contract with Ray & Associates as delineated to locate a new CFO.

MM: B.S. SM: V.V. Action: 4-0

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

C. Curriculum Review

Be it resolved that the Board of Trustees approves the contract with Dr. Robin Daniels for curriculum review.

MM: V.V. SM: B.S. Action: 4-0

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

D. Calendars for 2023-2024 School Year

Be it resolved that the Board of Trustees hereby approves the 2023-2024 Academic, Staff and Board of Trustees calendars.

MM: C.S. SM: B.S. Action: 4-0

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

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

9. Closing of Meeting

A. Next Meeting - Public Meeting is being held on February 27, 2023 at 6:30 p.m.

B. Adjournment Time: 7:55pm

MM: V.V. SM: C.S. Action:4-0





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

Sophia Lewis

Sophia Lewis, Secretary

Title	Board Of Trustees Meeting Minutes 12Dec2022
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Document History

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