



Board of Trustees Meeting Minutes

August 21, 2023 – 6:30 pm

<https://zoom.us/j/5926642005?pwd=dIQwSHdNWmtQWnlvQ2VMUEt2MGx6dz09>

Dial In: 929-205-6099

Meeting ID: 981 1949 1580

Password: 590210719

A. Call to order Meeting was called to order at 6:35pm

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		
Ms. Sophia Lewis		x	
Mr. Victor D. Valentine, Sr.	x		

D. Adoption of the Agenda

Be it resolved that the Board adopts the agenda.

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		

2. Public Comment (Agenda Items Only)

3. Reports to the Board

1. Motion to table the Financial Reports and statements until next meeting Be it resolved that the Board of Trustees hereby approves the motion to table the Financials until we reconvene.

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		

- A. Finance, IT, & OPS (Melissa Paris, Chief Financial Officer)
- B. Director of Diversity, Equity and Inclusion (Vicki Andrews-Gilmore)
- C. Teaching, Learning, and Family Support (Dr. Shaikha BuAli, Chief Academic Officer)
- D. Human Resources, Marketing, and Enrollment (Sherri Tate, Chief Human Resources & Marketing Officer)
- E. Public Affairs & Accountability (Doug Wessels, Chief Public Affairs & Accountability Officer)
- F. CEO's report (Dr. Debra Heath-Thornton, Chief Executive Officer)

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: June 26, 2023.

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 Bylaws

Be it resolved that the Board of Trustees hereby accepts the Bylaws as written.

MM: V.V. SM: C.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		

C. Approval of Policies

Be it resolved that the Board of Trustees hereby approves the review and/or revisions for the following policies:

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

- Qualifications & Appointments of Hearing Officers #1107
- Non Discrimination of Students & Title IX Policy #2802
- Anti-Discrimination and Complaint Policy #2803
- Gender Identity Information Change Policy #2903
- Special Education Policy #2401
- Homeless Student Policy #2703
- Translation and Interpretation Services Policy #2704
- Bloodborne Pathogens/ Exposure Policy #2831
- Family Educational Rights & Privacy Act (FERPA) Policy #2904
- Financial Administration Policy #3001
- Improper, Negligent, or Willful Damage to Computer, Printer, Monitor, and/or Other School Property #3202
- Mandated Reporter Policy #4104
- Translation Services Policy NEW
- Anti-Discrimination and Complaint Policy NEW

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. Approval of the 2023-2024 Student Handbook and Code of Conduct
 Be it resolved that the Board of Trustees hereby approves the 2023-2024 Student Handbook and Code of Conduct, pending final review.

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		

Motion to table agenda item 4.E until we reconvene.

Be it resolved that the Board of Trustees hereby approves the motion to table the approval of the Charter Renewal Application until we reconvene.

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		

E. Approval of Charter Renewal Application

Be it resolved that the Board of Trustees hereby approves the Resolution to submit the Charter Renewal application to PDE on or before September 30, 2023

MM: V.V. 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		
Ms. Stephanie Hamel			x

F. Approval of Charter School Annual Report and TSI Title 1 School Plan 2023-2024

Be it resolved that the Board of Trustees hereby approves the Charter School Annual Report and the submission of the TSI Title 1 School Plan 2023-2024.

MM: B.S. 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		

G. Election of Brenda Sachleben, Victor Valentine and Stephanie Hamel to the PA Virtual Board of Trustees.

Be it resolved that the Board of Trustees hereby elects Brenda Sachleben, Victor Valentine and Stephanie Hamel to the PA Virtual Board of Trustees for three-year terms effective August 21, 2023.

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		

H. Election of Officers

Be it resolved that the Board of Trustees hereby elects the following as Officers for the PA Virtual Board of Trustees for the 2023-24 school year. MM: V.V. SM: B.S. Action: 5-0

Board Member	Officer Position
Ms. Bonnie M. Schaefer	Chair
Ms. Brenda Sachleben	Vice-Chair
Ms. Sophia Lewis	Secretary
Mr. Victor Valentine, Sr.	Treasurer

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		
Ms. Stephanie Hamel	x		

I. Approval of Committee Membership

Be it resolved that the Board of Trustees hereby approves the following committee structure and membership for the 2023-2024 school year.

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

Committee	Chair	Member(s)
Finance	Victor Valentine	Dr. Debra Heath-Thornton; Melissa Paris
Governance and Nominating	Bonnie M. Schaefer	Dr. Debra Heath-Thornton; Brenda Sachleben
Human Resources	Sophia Lewis	Dr. Debra Heath-Thornton; Carl Schwartz

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		
Ms. Stephanie Hamel	x		

J. Motion was made to table Agenda items 5 A and B until we reconvene.

Be it resolved that the Board of Trustees hereby approves the motion to table agenda items

5. A. and B.

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

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		
Ms. Stephanie Hamel	x		

5. Finance Committee

A. Approval of Financial Statements

Be it resolved that the Board of Trustees hereby approves the Financial Statements through June 30 2023.

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

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		
Ms. Stephanie Hamel			x

B. Approval of Annual Report as Required by the Pennsylvania Nonprofit Corporation Law

Be it resolved that the Board of Trustees hereby accepts the Annual Report as required by the Pennsylvania Nonprofit Corporation Law.

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		
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 June 21, 2023 to August 15, 2023.

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

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		
Ms. Stephanie Hamel	x		

7. Other Action Items

- A. Be it resolved that the Board of Trustees hereby approves the motion to amend the agenda to add 5 new motions below.

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

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

- B. Motion to approve the Collective Bargaining Agreement

Be it resolved that the Board of Trustees hereby approves the motion to approve the Collective bargaining agreement September 1, 2023 - June 30, 2027 ratified on August 22, 2023.

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		
Ms. Sophia Lewis	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel			x

- C. Motion approve the MOU for supplemental retroactive pay

Be it resolved that the Board of Trustees hereby approves the motion to approve the MOU for supplemental retroactive pay to teachers for retroactive pay from the beginning of the year and payments they will receive under the new Collective bargaining agreement.

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

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		
Ms. Stephanie Hamel			

D. Motion to approve the MOU regarding ESSR pay funds to the teachers
 Be it resolved that the Board of Trustees hereby approves the motion to approve the MOU regarding ESSR pay to teachers.

MM: C.S.

SM: V.V

Action: 5-0

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		
Ms. Stephanie Hamel			x

E. Motion to a staff adjustment in pay to align with the teachers adjustment
 Be it resolved that the Board of Trustees hereby approves the motion to approve the staff adjustment to align with the teachers pay.

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		
Ms. Sophia Lewis	x		
Mr. Victor Valentine	x		
Ms. Stephanie Hamel			x

F. Motion to amend the Relocation Policy

Be it resolved that the Board of Trustees hereby approves the motion to approve the Relocation Policy.

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		
Ms. Sophia Lewis	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 October 21, 2023 at 1:30 p.m.

A. Motion to Recess the Meeting until we reconvene at a later date to discuss tabled agenda items until a future time in September.

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		
Ms. Stephanie Hamel			x

C. Adjournment Time: 7:02 pm on September 18, 2023

MM: C.L

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		
Ms. Stephanie Hamel			x



Sophia Lewis, Secretary

