

# Board of Trustees Meeting Minutes

## February 27, 2023 – 6:30 pm



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

Dial In: 929-205-6099 Meeting ID: 981 1949 1580 Password: pavirtual

The Board of Trustees met in Executive Session on February 27, 2023 to discuss Charter School business which, if conducted in public, would lead to the disclosure of information or confidentiality protected by law.

### 1. Meeting Opening

#### A. Call to order

The meeting was called to order by Board Chair, Bonnie M. Schaeffer at 6:40 PM.

#### 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. Motion to Amend the agenda to extend an employment contract for the CFO position.

Be it resolved that the Board approves the motion to amend the agenda to approve the extension of an employment contract for the CFO position.

MM: C.S      SM: B.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		

**E. Motion to accept the extension of an employment contract for the CFO.**

Be it resolved that the Board adopts the agenda.

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

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

**F. Motion to defer the following 2 policies:**

Be it resolved that the Board of Trustees will defer these 2 policies until the April 29, 2023 Board Meeting.

- Nondiscrimination of Students & Title IX Policy
- Attendance Policy

MM: B.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		

### G. Adoption of the Agenda

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

MM: C.S. SM: S.L. 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		

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

### 3. Reports to the Board

**A. Independent Auditor Report on FY 21-22 (Mr. Tim Sawyer)**

**B. Finance, IT, & OPS** (Jason Billups, Interim Chief Financial Officer)

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

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

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

**F. Public Affairs & Accountability** (Doug Wessels, Director of Public Affairs & Accountability)

**G. 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: December 12, 2022.

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		

**B. Approval of Policies**

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

- Enrollment Policy
- Religious Beliefs/Customs and Exemptions From Instruction Policy
- Nondiscrimination of Students & Title IX Policy- Held for discussion at the April 29, 2023 meeting.
- Anti-Bullying & Anti-Hazing Policy
- Procurement- Uniform Grant Guidance
- Remote Access & Marketing of School Issued
- Digital Camera Policy
- Attendance Policy - Held for discussion at the April 29, 2023 meeting.

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. Ratification of signature authority in the Education Names and Addresses (EdNA) System**

Be it resolved that the Board of Trustees hereby grants signature authority for Security Administrators in EdNA to the following people.

Dr. Debra Heath-Thornton, Chief Executive Officer

Mr. Jason Fitzpatrick Principal, Pupil Services

Ms. Diana Perney, Principal, Onboarding & Professional Development

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		

**5. Finance Committee**

**A. Approval of Financial Statements**

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

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		

**B. Approval of Independent Auditors Report for FY 21-22**

Be it resolved that the Board of Trustees hereby accepts the Independent Auditor's Annual Audit for FY 21-22.

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		

**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 December 09, 2022 through February 13, 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. Staff Recognition**

Be it resolved that the Board of Trustees hereby acknowledges the following team members for these accomplishments:

Dr. Mindy Byham presented at the National Association of School Psychologists Annual Convention on February 10th 2023. She spoke on how trauma impacts the brain and learning, and what educators can do to mitigate the effects.

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		

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

**8. Closing of Meeting**

**A. Next Meeting - Public Meeting is being held on April 29 , 2023 at 1:30 p.m.**

**B. Adjournment Time: 8:27**

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

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

*Sophia Lewis*





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Sophia Lewis, Secretary

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### Document History

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