

LEHIGH VALLEY ACADEMY
Board of Trustees Regular Meeting
Minutes
July 21, 2009

Opening Business:

1. Flag Salute and Silent Meditation

2. Roll Call

<u>X</u>	Eva Burkhart, President	<u>X</u>	Barry Cohen, CEO
<u>EX</u>	Joseph Kipp, Vice President		
<u>X</u>	Brian Bortz, Secretary		Invited Guest (s):
<u>X</u>	Dennis Capozzolo, Treasurer		
<u>X</u>	William Parkinson	<u>X</u>	Susan Mauser, CAO, HS Principal
<u>X</u>	Richard Gorton	<u>X</u>	Lee Merendino, Business Manager
<u>X</u>	Eric Ervin	<u>X</u>	Terry Walter, PS/ES Principal
<u>X</u>	Jack Toy	<u>X</u>	Cristal McCollum, MS Principal
<u>EX</u>	Paula Margraf		

3. Swearing-In of Mr. Eric Ervin, Board of Trustees

Mr. Eric Ervin was sworn in to his second term on the Board.

4. Agenda

Motion: To approve the Agenda.

Motion: DC Seconded: WP Vote: 7-0-0

5. Minutes

The minutes of the June 18, 2009 regular meeting are being submitted for approval.

Motion: To approve the submitted Minutes from the June 18, 2009 meetings.

Motion: JT Seconded: BB Vote: 7-0-0

6. Executive Session Report

An Executive session was held on June 18, 2009 to discuss contractual and personnel matters.

7. President's Report – Ms. Burkhart

The Board received the results of the Faculty and Staff Stakeholder's Survey. The Board will compile the information and action points that will be reported later with that group.

Ms. Burkhart recognized the teachers and administrators for achieving AYP for the seventh consecutive year.

The August 11 Work Session topic has not yet been determined. The work session date is right before the start of school; an executive session may be held instead.

8. CEO's Report – Dr. Barry Cohen

Dr. Cohen congratulated the principals, teachers and staff on achieving AYP for the seventh consecutive year.

The year is closing with a very positive financial result. Dr. Cohen recognized Mr. Merendino, Business Manager, the admin team and staff for this.

Students from the Governor's School through Lehigh University are producing a brochure for Lehigh Valley Academy. They met with administration and students at LVA.

The IB Program test results were received. No student received the full IB diploma; however, some students were recognized with certificates.

The annual admin workshop was held today. The focus was on the implementation of the Strategic Plan.

All the permits were received for the construction projects. It's a tight schedule due to the delayed start, but it should be completed on time.

The Board members are invited to attend the welcome breakfast on August 12 at 9:00 am.

9. CAO's Report – Mrs. Mauser

The IB exam test results were received. Four students took the full exam. One student took one certificate exam. We will be receiving the exams and tester's comments back from IB. The student needed a minimum 24 total points to receive the IB Diploma. Our students scored between 18 and 20 points. In the exams they could score 1-7 points in subject areas. The world average is between 4-5 points. Several of the subject areas, our students scored in between 1-5. We will make adjustments moving forward after reviewing detailed feedback from IB.

Teachers have been attending curriculum meetings throughout the summer.

The interview and hiring process went smoothly over the summer. The facility changes are coming together nicely.

9. Financial Report

9.1 Cash Disbursements

Motion: To approve the Cash Disbursements

Motion: BB Seconded: WP.

Roll Call Vote:

Ms. Burkhart	<u>Y</u>	Mr. Capozzolo:	<u>Y</u>	Mr. Ervin:	<u>Y</u>
Mr. Kipp:	<u>--</u>	Mr. Parkinson:	<u>Y</u>	Mr. Toy:	<u>Y</u>
Mr. Bortz:	<u>Y</u>	Dr. Gorton:	<u>Y</u>	Ms. Margraf	<u>--</u>

Mr. Merendino briefly explained the cash disbursements. Dr. Gorton inquired about the services that the PA Coalition of Charter Schools provides. Dr. Cohen stated that the PA Coalition provides advocacy on behalf of charter schools, participation, professional development, annual meeting and connection with 130 other charter schools across the state.

9.2 Balance Sheet

The Board reviewed the balance sheet.

9.3 Comparison of Budget to Actual Expenditures

The Board reviewed the Comparison of Budget to Actual Expenditures. Mr. Merendino stated that the enrollment numbers and savings from the healthcare plan helped to attain positive budget numbers.

9.4 Resolution

Motion: To allocate an additional \$200,000 to the fund balance designated for future construction projects.

Motion: BB Seconded: WP.

Roll Call Vote:

Ms. Burkhart	<u>Y</u>	Mr. Capozzolo:	<u>Y</u>	Mr. Ervin:	<u>Y</u>
Mr. Kipp:	<u>--</u>	Mr. Parkinson:	<u>Y</u>	Mr. Toy:	<u>Y</u>
Mr. Bortz:	<u>Y</u>	Dr. Gorton:	<u>Y</u>	Ms. Margraf	<u>--</u>

10. Activities/Committees

Dr Cohen and the Principals met with Ms. Paula Margraf, the new board member. Board members will meet with her next week.

11. Public Comment

Mr. Mike Karabin requested more details on the Coalition services, the IB Diploma Program and the monies in the fund balance. The Coalition services are listed in 9.1. Mr. Hall, DP Coordinator, said they have started making changes with the IB Program. They will receive the test results and comments from IB to further assist in adjusting the program. Mrs. Mauser said the students have an opportunity to retake the exams in November or in May. One of the students informed us that she did well in one of the IB Courses and will be receiving college credit. She will not have to take that entire subject area in college. Ms. Burkhart expects that we will get better performance going forward and requested updates from administration. The Board commented that the budget is due to good financial management. Mr. Merendino replied that the budget was based on enrollment numbers and enrollment numbers are currently up.

12. Personnel Matters

12.1 Business Manager

Motion: To amend the Business Manager motion to include the hourly rate at \$52.00 hr.

Motion: BB Seconded: WP .

Motion: To approve LVA's Agreement with Lee Merendino, Business Manager for the 2009/2010 school year (August 1, 2009 through July 31, 2010) at a rate of \$52.00/ hr.

Motion: JT Seconded: RG .

Roll Call Vote:

Ms. Burkhart	<u> Y </u>	Mr. Capozzolo:	<u> Y </u>	Mr. Ervin:	<u> Y </u>
Mr. Kipp:	<u> -- </u>	Mr. Parkinson:	<u> Y </u>	Mr. Toy:	<u> Y </u>
Mr. Bortz:	<u> Y </u>	Dr. Gorton:	<u> Y </u>	Ms. Margraf	<u> -- </u>

Mr. Toy would prefer that the contract include a fee for service next year.

13. Student Matters

13.1 Hearing Policies

Motion: To approve the following policies:

Resolution and Policy Regarding the Qualifications of Hearing Examiners
Disciplinary Hearing Committee
Disciplinary Exclusions and Hearing Policy

Motion: RG Seconded: WP Vote: 7-0-0 .

The Board Members on the Disciplinary Hearing Committee for 2009/2010 will consist of Mr. Toy, Ms. Burkhart and Dr. Gorton.

14. New Business

There was no new business to discuss.

15. Old Business

There was no old business to discuss.

16. Future Activities, Times, and Important Dates

- August 11..... Work Session – 7:00 pm, location to be determined
- August 12..... First Day Teachers – Welcome Breakfast 9:00 am
- August 12-18 Teacher In-Service Days
- August 18..... Executive Session – 6:00 pm, location to be determined
- August 18..... Board Meeting – 7:00 pm, location to be determined
- August 19..... First Day of School for Students (grades 1-12)
- August 24..... First Day of School for Kindergarten Students

17. Motion to Adjourn

Motion: JT Seconded: WP Vote: 7-0-0

The meeting adjourned at 7:55 pm.

Submitted by,

Kimberly Koons
Assistant to the CEO