

LEHIGH VALLEY ACADEMY  
Board of Trustees Regular Meeting  
Agenda  
September 15, 2009

**Opening Business:**

**1. Flag Salute and Silent Meditation**

**2. Roll Call**

\_\_\_ Eva Burkhart, President  
\_\_\_ Joseph Kipp, Vice President  
\_\_\_ Brian Bortz, Secretary  
\_\_\_ Dennis Capozzolo, Treasurer  
\_\_\_ William Parkinson  
\_\_\_ Richard Gorton  
\_\_\_ Eric Ervin  
\_\_\_ Jack Toy  
\_\_\_ Paula Margraf

Invited Guest (s):

\_\_\_ Susan Mauser, CAO, HS Principal  
\_\_\_ Lee Merendino, Business Manager  
\_\_\_ Terry Walter, PS/ES Principal  
\_\_\_ Cristal McCollum, MS Principal

**3. Agenda**

Motion: To approve the Agenda.

**4. Minutes**

The minutes of the August 18, 2009 regular meeting and the September 1, 2009 special meeting are being submitted for approval.

Motion: To approve the submitted Minutes from the August 18, 2009 meeting and the September 1, 2009 special meeting.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_.

**5. Executive Session Report**

An Executive session was held on September 15, 2009 to discuss contractual and personnel matters.

**6. President's Report**

**7. CAO's Report**

**8. Financial Report**

8.1 Cash Disbursements

Motion: To approve the Cash Disbursements

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_.

Roll Call Vote:

Ms. Burkhart	___	Mr. Capozzolo:	___	Mr. Ervin:	___.
Mr. Kipp:	___	Mr. Parkinson:	___	Mr. Toy:	___.
Mr. Bortz:	___	Dr. Gorton:	___	Ms. Margraf	___.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_.

8.2 Balance Sheet

8.3 Comparison of Budget to Actual Expenditures

**9. Activities/Committees**

**10. Public Comment**

**11. Personnel Matters**

11.1 Julie Zelena

Motion: To hire Julie Zelena, Primary School Teaching Assistant at an annual salary of (\$19,500.00).

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_.

Roll Call Vote:

Ms. Burkhart	___	Mr. Capozzolo:	___	Mr. Ervin:	___.
Mr. Kipp:	___	Mr. Parkinson:	___	Mr. Toy:	___.
Mr. Bortz:	___	Dr. Gorton:	___	Ms. Margraf	___.

11.2 Resignations

Motion: To accept the resignations of the following faculty members:

Steve Kocis, HS Social Studies Teacher  
Julie Zelena – Primary School Teaching Assistant

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_.

11.3 New Faculty and Staff

Motion: To hire the following faculty and staff for the 2009/2010 school year:

- Shannon St. Pierre – Long-Term Substitute Teaching Assistant (\$100.00/day)
- Bradley Wendling, High School Social Studies Teacher, 30 hrs./week (\$29,250.00)
- Kristin Stone, Full-time Primary School Teaching Assistant (\$19,500.00)
- Nicole Tallarico, Part-time Primary School Teaching Assistant (\$9,750.00)
- Valorie Spanogle, Part-time Lunch Receptionist (\$12.00/hr.)

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_.

Roll Call Vote:

Ms. Burkhart	___	Mr. Capozzolo:	___	Mr. Ervin:	___.
Mr. Kipp:	___	Mr. Parkinson:	___	Mr. Toy:	___.
Mr. Bortz:	___	Dr. Gorton:	___	Ms. Margraf	___.

11.4 Educational Assistance Policy Revision

Motion: To approve the Education Assistance Policy

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_.

Roll Call Vote:

Ms. Burkhart	___	Mr. Capozzolo:	___	Mr. Ervin:	___.
Mr. Kipp:	___	Mr. Parkinson:	___	Mr. Toy:	___.
Mr. Bortz:	___	Dr. Gorton:	___	Ms. Margraf	___.

11.5 Acceptable Use Policy (AUP)

First Reading

11.6 Mileage Reimbursement

Motion: To increase the mileage reimbursement rate for LVA employees to \$0.55 per mile.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_.

Roll Call Vote:

Ms. Burkhart	___	Mr. Capozzolo:	___	Mr. Ervin:	___.
Mr. Kipp:	___	Mr. Parkinson:	___	Mr. Toy:	___.
Mr. Bortz:	___	Dr. Gorton:	___	Ms. Margraf	___.

**12. Student Matters**

**13. New Business**

**14. Old Business**

**15. Future Activities, Times, and Important Dates**

- September 16 ..... Back to School Night for Middle School, 6:30 pm, 1550/120
- September 17 ..... School Picture Day (Follow School Dress Code)
- September 17 ..... Back to School Night for Elementary School, 6:30 pm, 1560/200
- September 19 ..... Market Day, 10:30 am, HS Cafeteria
- September 23 ..... LVA Community Fair, 6:30 pm, Main Cafeteria
- October 13 ..... Board Work Session, 7:00 pm, Main Cafeteria
- October 20 ..... Executive Session, 6:00 pm, MS Library
- October 20 ..... Board Meeting, 7:00 pm, Main Cafeteria

**16. Motion to Adjourn**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_.