

LEHIGH VALLEY ACADEMY
Board of Trustees Regular Meeting
Minutes
October 20, 2009

Opening Business:

1. Flag Salute and Silent Meditation

2. Roll Call

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

Legend:

Roll Call: X – Present; EX – Excused; A – Absent
Motion/Seconded: Board Member's Initials Vote: 0-0-0 = In Favor/Oppose/Abstain
Roll Call Vote: Y – Yes; N – No; AB – Abstain

3. Agenda

Motion: To approve the Agenda.

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

4. Minutes

The minutes of the October 20, 2009 regular meeting are being submitted for approval.

Motion: To approve the submitted Minutes from the October 20, 2009 meeting.

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

5. Executive Session Report

Executive sessions were held on October 6 and October 20, 2009 to discuss contractual and personnel matters.

6. President's Report – Ms. Burkhart

The Board continues to seek input from faculty and administration on moving forward without a CEO. Representatives from the Board met with faculty once and the admin team twice. Representatives from the Board will continue to meet with the admin team monthly and with the faculty bi-monthly; these faculty meetings are not mandatory.

8.3 Comparison of Budget to Actual Expenditures

The Board reviewed the Comparison of Budget to Actual Expenditures.

Mr. Merendino gave a brief discussion on the cash disbursements, balance sheet and the Comparison of Budget to Actual Expenditures. Mr. Capozzolo asked for a 6 month projection. Mr. Merendino projects that a deficit will still be present at the end of that period. Ms. Margraf asked about the Bethlehem Area School District’s rate. Mr. Merendino does not know at this time if the rate will change per student but is managing the budget expecting that it will not.

9. Activities/Committees

9.1 Stipends for Extra-Curricular Activities

Motion: To approve the allocation of units (unit/\$250.00) for the following extra-curricular activities:

- Elementary School Band 1 unit
- Elementary Student Council 2 units
- HS Student Council 2 units
- Cross Country-Elementary 1 unit
- ES Yearbook Coordinator 2 units
- Mentor 1 unit
- Climbing Club 2 units
- Athletic Coach 3 units
- National Honor Society 2 units
- TSA (Technology Student Assoc.) ... 1 unit
- Spelling Bee..... 1 unit

Motion: DC 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>--</u>	Dr. Gorton:	<u>Y</u>	Ms. Margraf	<u>Y</u>

Jackie Moore, PTO Treasurer, introduced the new PTO Vice President, Rosalind Lucien. Mrs. Moore gave an update of the PTO events including the Family Fun Fest, new members and plans going forward. Ms. Lucien reported on plans for future events. Bingo is being planned for the spring. Workshops will be scheduled. There is a new PTO website and Face Book fan page. The PTO plans to do some message blasts to the LVA Community on upcoming events. A message will be sent out in Newsflash inviting parents to be part of the Facebook Fan page.

9. Public Comment

Mr. Mike Karabin inquired about effect the CEO separation agreement will have on the budget for the rest of the year or up until now. Ms. Burkhardt said they have already taken care of the separation agreement and it is already out of the budget. Anything that was to be paid has been paid.

Mr. Donald Hoffman appreciates the updates on Edline. He likes the PTO's plans to send out news blasts. He would like emails from administration as a source of information. Mr. Hoffman inquired about the timeline for the CEO search. Ms. Burkhardt commented that the search will go beyond the calendar year. The plan is to first review the CEO job description. Next, the Board will be reaching out to contacts regarding the CEO position and search.

11. Personnel Matters

11.1 Personnel Report

Motion: To approve the personnel report.

Motion: JT Seconded: WP .

Roll Call Vote:

Ms. Burkhardt	<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> -- </u>	Dr. Gorton:	<u> Y </u>	Ms. Margraf	<u> Y </u>

11.2 Acceptable Use Policy (AUP)

Second Reading

12. Student Matters

12.1 Student Population: 883

Recently enrolled: 12

In Process: 1

Withdrawals: 6

Reasons: Mrs. Mauser, CAO, briefly discussed the reasons for the withdrawals.

12.2 Disciplinary Issues

There were no disciplinary issues.

13. New Business

13.1 Looping

Motion: To modify looping to end at 3rd grade.

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

13.2 E-Rate Consultant

Motion: To approve the consulting agreement with Intelagent Resources for the 2010-2011 school year.

Motion: RG 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> -- </u>	Dr. Gorton:	<u> Y </u>	Ms. Margraf	<u> Y </u>

14. Old Business

15. Future Activities, Times, and Important Dates

- October 23-24 Homecoming
- October 25 Bethlehem Halloween Parade
- October 28 Apple Crunch Day
- October 26-30 PSSA Retest for Math, Reading, and Writing – Grade 12
- November 1 Daylight Saving Time ends
- November 2-13 Second Harvest Food Drive
- November 3 Election Day
- November 4-6 11:30 am dismissal for all students, MS and HS Conferences/
PS and ES Teacher In-Service
- November 10 Board Work Session, 7:00 pm, Main Cafeteria
- November 11 Veteran’s Day
- November 12 PTO Meeting, 6:30 pm, HS Cafeteria
- November 14 Market Day, 10:30 am, PS Gym
- November 17 Executive Session, 6:00 pm, MS Library
- November 17 Board Meeting, 7:00 pm, Main Cafeteria

16. Motion to Adjourn

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

The meeting ended at 8:07 pm.

Submitted by,
Kimberly Koons
Executive Assistant