

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

**Opening Business:**

The meeting began at

**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 Guests:

\_\_\_ 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.

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

**4. Minutes**

The minutes of the November 17, 2009 regular meeting are being submitted for approval.

Motion: To approve the submitted Minutes from the November 17, 2009 meeting.

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

**5. Executive Session Report**

An executive session was held on December 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	___.

8.2 Balance Sheet

8.3 Comparison of Budget to Actual Expenditures

**9. Activities/Committees**

**10. Public Comment**

**11. Personnel Matters**

11.1 Personnel Report

Motion: To approve the personnel report.

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 Interim CEO

Motion: To approve the Board Resolution designating Eva Burkhart, Board President, as interim Chief Executive Officer.

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

**12. Student Matters**

12.1 Student Population: 887

Recently enrolled: 2  
In Process:  
Withdrawals: 0  
Reasons:

12.2 Disciplinary Issues:

Primary/Elementary  
Issues – none

Middle School  
In-school suspensions – 5  
Out of school suspensions – 5  
Issues – forgery, disrespect, disruptive behavior

High School  
Issues – none.

12.3 Attendance Policy

Motion: to approve the Attendance Policy.

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

**13. New Business**

13.1 New Bank Account

Motion: To approve the authorization of a separate bank account for the school’s cafeteria fund.

Roll Call Vote:

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

**14. Old Business**

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

- Dec. 24- Jan. 1, 2010..... School Closed for Winter Break
- January 14, 2010 ..... PTO, General Meeting, 6:30 pm, HS Cafeteria
- January 23 ..... Market Day Pick Up, 10:30 am, Main Cafeteria
- January 19 ..... Executive Session, 6:00 pm, MS Library
- January 19 ..... Board Meeting, 7:00 pm, Main Cafeteria
- January 20 ..... PS/ES 2<sup>nd</sup> Trimester Mid-Point, end of 3<sup>rd</sup> Unit of Inquiry
- January 20 ..... MS/HS end of 2<sup>nd</sup> Marking Period

**16. Motion to Adjourn**

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

The meeting ended at

Submitted by:  
Kimberly Koons