

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

Opening Business:

The meeting began at 7:04 pm

1. Flag Salute and Silent Meditation

2. Roll Call

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

Invited Guests:

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

3. Agenda

Motion: To approve the Agenda.

Motion: WP Seconded: DC Vote: 9-0-0 .

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: RG Seconded: WP Vote: 9-0-0 .

5. Executive Session Report

An executive session was held on December 15, 2009 to discuss contractual and personnel matters.

6. President's Report – Ms. Burkhart

The Board will meet with Administration on Thursday, December 17, to discuss the start of the CEO search. They will meet with the faculty and staff on the same topic on Tuesday, December 22. A list of questions will be provided to all faculty and staff for input. Members of the Board met with three members of the Education Foundation Board to discuss their focus on fundraising for the school.

Ms. Burkhart wished everyone a wonderful holiday season.

7. CAO's Report – Mrs. Mauser

Second Grade students attended the Pennsylvania Youth Theater's performance of The Christmas Doll. Several LVA students participated in the performance. The elementary and middle school choirs performed at Christkindlmarkt. The middle school and high school choirs also performed at the school last evening.

The ice skating event was well attended. The Primary/Elementary Parent Student Teacher Conferences were well attended. Report cards are distributed at the conferences. There was close to 100% participation. The middle and high school staff received two days of anti-bullying training from Olweus and one day of curriculum development, focusing on MYP. A K-1 holiday sing-a-long will take place this week. Grades 2-5 will participate in a sing-a-long next week. The 4th and 5th grade choir concert will be held next Thursday. Mrs. Mauser thanked Mr. and Mrs. Pinho, Mrs. Rothenberger and all the volunteers for conducting the Winter Wonderland event.

Diversity training was held for high school students by the group that worked with the teachers over the summer. Mrs. Mauser wished everyone happy holidays.

8. Financial Report

8.1 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>Y</u>	Mr. Parkinson:	<u>Y</u>	Mr. Toy:	<u>Y</u> .
Mr. Bortz:	<u>Y</u>	Dr. Gorton:	<u>Y</u>	Ms. Margraf	<u>Y</u> .

8.2 Balance Sheet

The Board reviewed the balance sheet.

8.3 Comparison of Budget to Actual Expenditures

The Board reviewed the Comparison of Budget to Actual Expenditures.

Mr. Merendino briefly discussed the cash disbursements, the Balance Sheet and the Comparison of Budget to Actual Expenditures.

Mr. Bortz requested the contribution projection from PSERS. Mr. Merendino will provide it for the next meeting.

Mr. Merendino received the final audit report for last year. It is available for review.

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: BB Seconded: JK Vote: 9-0-0.

13. New Business

13.1 New Bank Account

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

Motion: BB Seconded: WP Vote: 9-0-0.

Roll Call Vote:

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

14. Old Business

15. Future Activities, Times, and Important Dates

- Dec. 24- Jan. 1, 2010..... School Closed for Winter Break
- January 12, 2010 Board Work Session, 7:00 pm, Main Cafeteria
 Topics – Grade Distribution and PSATs
- 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 2nd Trimester Mid-Point, end of 3rd Unit of Inquiry
- January 20 MS/HS end of 2nd Marking Period

16. Motion to Adjourn

Motion: _____ JT _____ Seconded: _____ WP _____ Vote: 9-0-0 .

The meeting ended at 7:51 pm.

Submitted by:
Kimberly Koons
Assistant to the CEO