

LEHIGH VALLEY ACADEMY  
Board of Trustees Regular Meeting  
Minutes  
May 18, 2010

**Opening Business:**

The meeting began at 7:29 pm.

**1. Flag Salute and Silent Meditation**

**2. Roll Call**

  X   Eva Burkhart, President (EB)  
  X   Joseph Kipp, Vice President (JK)  
 EX  Brian Bortz, Secretary (BB)  
  X   Dennis Capozzolo, Treasurer (DC)  
  X   William Parkinson (WP)  
 EX  Richard Gorton (RG)  
  X   Eric Ervin (EE)  
\* X Jack Toy (JT)  
  X   Paula Margraf (PM)

Invited Guests:

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

Y= Yes, N=No, EX= Excused

Voting order: Yes-No-Abstain

\* Mr. Toy participated in the meeting by phone.

**3. Agenda**

Motion: To approve the Agenda.

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

Motion passed.

**4. Minutes**

The minutes of the April 20, 2010 regular meeting are being submitted for approval.

Motion: To approve the submitted minutes from the April 20, 2010 meeting.

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

**5. Executive Session Report**

Executive Sessions were held on April 27 and May 18, 2010 to discuss contractual and personnel matters.

## **6. President's Report – Eva Burkhart**

Ms. Burkhart expressed the Board's gratitude to administrators, faculty and the business manager. She thanked the Board members for their year of service. Ms. Burkhart briefly discussed the CEO search. The first round of interviews of the eight candidates was completed. Final candidates for the second round of interviews will be selected. The Executive Session will continue after the Board Meeting. The Board will continue their discussion of the second round candidates. The selected candidates will spend time in the school to see the day to day operations.

Ms. Burkhart commented briefly on the year-end events at the school.

## **7. CAO's Report – Susan Mauser**

Mrs. Walter, PS/ES Principal, gave the CAO Report in Mrs. Mauser's absence.

PSSAs were completed. The lottery was completed. There are waiting lists at each grade level from KG to 10<sup>th</sup> grade. The 101 Dalmatians' musical will be performed on Friday, June 4 and Saturday, June 5.

### High School:

IB exams are currently being administered. They began on May 3 and will conclude on May 19. The 10<sup>th</sup> grade personal project was completed. The 9-11<sup>th</sup> grade students participated in Law Day, lead by the Civics club, at the Lehigh County Court House. The 10<sup>th</sup> grade students will be going on their Boston field trip tomorrow. The 2010 Senior Graduation will take place on June 3 at Lehigh's Mountaintop Campus. The Junior/Senior Prom will be held on May 28.

### Middle School:

The 8<sup>th</sup> grade students are going on a three-day field trip to Washington, DC. The Middle School collected \$1,200 for the Pennies for Peace charity. The middle school held a Cinco de Mayo Celebration. It was noted in the Express Times along with a photo. The middle school Spring Art Show and MS/HS Concert will take place on May 26 at 6:00 pm.

### Primary/ Elementary schools:

The 4<sup>th</sup> grade students visited the Liberty Science Center, Ellis Island and the Statue of Liberty. The 5<sup>th</sup> grade students went to Washington, DC. The Elementary and Primary School will hold their Art Show and Band performance on Wednesday, May 27. The 5<sup>th</sup> grade dance will be held on May 28. The 5<sup>th</sup> Grade Exhibition will be held on June 2.

Susan Mauser and Terry Walter completed the NISL Training (Principal Induction Course). The course was free of charge. Karen Deichman and Susan Mauser attended a workshop through Lehigh Study Council on Grants and Foundations. The Board inquired about the Senior Class Trip. Mr. Merendino read Mrs. Mauser's recommendation to the Board to add \$800 towards the seniors' class trip funding.

## 8. Financial Report

### 8.1 Cash Disbursements

Motion: To approve the Cash Disbursements

Motion: To amend the cash disbursements to include an \$800 cash expenditure to fund a senior class trip to New York City.

Motion:           WP           Seconded:           DC          .

Roll Call Vote:

Ms. Burkhardt   Y   Mr. Capozzolo:   Y   Mr. Ervin:   Y  .

Mr. Kipp:   Y   Mr. Parkinson:   Y   Mr. Toy:   Y  .

Mr. Bortz:   --   Dr. Gorton:   --   Ms. Margraf   Y  .

Motion passed 7-0-0.

Mr. Merendino spoke briefly on the cash disbursements. The Board inquired about the deficit in the Federal funding monies. Mr. Merendino commented that the remainder of the Title 1 money will come in after related expenditures are incurred. Some of the ARRA money will be carried over, as it can be used over a two year period.

### 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 commented on the bottom line. The actual overage is \$366,000 of which \$150,000 will be used to fund the PSERS program. Mr. Merendino read the list of adjustments made to balance the budget since the May work session.

Mr. Toy inquired about his suggestion to charge a participation fee for athletics. Mrs. McCollum commented on the middle school's athletic program. In her discussion with the Athletic Director, Mrs. Kraft, it was determined that the current budget will be feasible for their plans to focus on one sport per season at the middle school level. She does not want to charge a fee while the athletic program is still being developed. It requires more commitment from students before they can compete officially.

### 8.4 Budget for the 2010-2011 School Year.

First Reading.



## **12. Student Matters**

### 12.1 Student Population – 874

Recently enrolled: 0

In Process: 0

Withdrawals: 4

### 12.2 Disciplinary Issues:

#### Primary/Elementary

In-School suspension – 0

Detention – 4

Issues – lack of commitment to academic work

Out of school suspension – 1

Issues –Inappropriate Behavior

#### Middle School

In-school suspensions – 10 (1 student w/2 suspensions)

Out of school suspensions – 6

Issues –Disrespect, disruption, Code of Conduct violation

#### High School

In-school suspensions – 4

Out of school suspensions – 0

Issues – disrespect, class disruption

## **13. New Business**

There was no new business to discuss.

## **14. Old Business**

There was no old business to discuss.

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

- May 22 ..... Market Day, Main Café – 10:30am.
- May 26 ..... 6-12 Art Show and Choir, Main Café – 6-8 pm
- May 27 ..... K-5 Art Show and Spring Concert, Main Café – 5:30-7:30 pm
- May 27 ..... Last day for seniors
- May 28 ..... Jr./Sr. Prom
- May 28 ..... 5<sup>th</sup> Grade Dance – Beach Bash – Main Cafe
- June 1 ..... Assembly for juniors
- June 2 ..... 5<sup>th</sup> grade Exhibition, Main Café
- June 3 ..... Senior Graduation Class 2010, Lehigh – 7:00 pm
- June 7 ..... PS/ES Field Day
- June 8 ..... Board Work Session, Main Cafeteria, 7:00 pm
- June 10 ..... Field Day – MS/HS
- June 10 ..... PTO General Meeting, HS Cafeteria, 6:30 pm
- June 11 ..... Last day for students, 11:30am dismissal, no lunch.
- June 14 ..... Teacher In-Service (last day for teachers/10 month staff)
- June 22 (4<sup>th</sup> Tue.)..... Executive Session, MS Library, 6:00 pm
- June 22 (4<sup>th</sup> Tue.)..... Board Meeting, Main Cafeteria, 7:00 pm

**16. Motion to Adjourn**

Motion: \_\_\_\_\_ JT \_\_\_\_\_ Seconded: \_\_\_\_\_ JK \_\_\_\_\_ Vote: 7-0-0 .  
Motion passed.

The meeting ended at 8:32 pm.

Submitted by:  
Kimberly Koons