

Thursday, April 11, 2024

## School Board Meeting Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015 @ 6:00 pm

Zoom link: <https://us02web.zoom.us/j/85322448578?pwd=MWFVZnBvQUhZa0FBbnJ0Qs3SUdlZz09>

The President called the meeting to order at 6:00pm.

### I. Pledge of Allegiance & Moment of Silence

### II. Board Member Roll Call

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Mario Acerra, President | <input checked="" type="checkbox"/> Tara Durante   | <input checked="" type="checkbox"/> Chuck Schubert  |
| <input checked="" type="checkbox"/> Paul Braden, VP         | <input checked="" type="checkbox"/> Karen Mustonen | <input checked="" type="checkbox"/> Margaret Smith  |
| <input type="checkbox"/> John Filipos, Treasurer            | <input checked="" type="checkbox"/> Sergio Rivas   | <input type="checkbox"/> Joe Wagner                 |
|   |  | <input checked="" type="checkbox"/> Jasmine Woodson |

### Administration:

- Christina Lincoln, CEO
- Jennifer Levernier, Principal
- Cheryl Schurz, Director of Finance & Board Secretary
- Theresa Vinci, Chief Operating Officer

### III. Appointment of Cora Savage to the Board of Directors.

Motion: Based upon the recommendation of the Board Development Committee, the Board of Directors appoints Cora Savage to the Board of Directors with an term expiration date of May 2026.

MM: Board Development Committee

Motion Carried:Yes-9,No-9,Abstention-0

### IV. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:10pm for Personnel, Legal, and Property discussion.

MM: Rivas

SM: Braden

Motion Carried:Yes-9,No-9,Abstention-0

### IV. Open Session:

The Board of Directors returns to Open Session at 6:20 pm.

### Opening Remarks:

Mr. Acerra, Board President

President Acerra welcomed Cora Savage and Chuck Schubert to the Board.

President Acerra expressed his appreciation to Mrs. Durante for her service to the Board.

## V. CEO Report

Dr. Christina Lincoln, CEO

Dr. Lincoln welcomed Cora Savage and Chuck Schubert to the Board.

The Administration is working with Palmeri Transportation to evaluate adding bus runs from different communities outside of the 10 mile district radius to our school.

Dr. Lincoln reminded the Board of the following:

- Keystones this month
- Submission of Stabler Grant this month
- Wrapping up Teachers' Evaluations
- April 27 Gala at Wind Creek
- June 12 Graduation at ArtsQuest

**VI. Public Comments:** *(limited to 3 minutes per individual)* None.

## VII. Acceptance of Consent Agenda Items:

Acceptance of February 8, 2024 Minutes

Principal Reports

Operations Report

**Motion:** The Board of Directors approves the Consent Agenda.

MM: Rivas

SM: Woodson

Motion Carried:Yes-9,No-9,Abstention-0

## VIII. Personnel Report

Approval of April 2024 Personnel Report

**Motion:** Based upon the recommendation of the CEO, the Board of Directors approves the April 2024 Personnel Report.

MM: Braden

SM: Rivas

Motion Carried:Yes-9,No-9,Abstention-0

## IX.. Foundation Report

Mrs. Smith reported that the Gala Committee is working hard and she believes this will be a "fantastic event".

The Foundation Board will be working on Strategic Planning after the Gala (specifically building an endowment).

## X. Committee Reports

President Acerra made the following Committee Assignments beginning May 2024:

Savage - Resource Development Committee

Schubert - Finance Committee

Mustonen - Resource Development Committee

Finance Committee report by Paul Braden

Acceptance of March 2024 Financial Reports

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the March 2024 Financial Reports.

MM: Finance Committee

Motion Carried:Yes-9,No-9,Abstention-0

Resource Development Committee report by Tara Durante

Gala sponsorships and ticket sales are up 15% over last year.  
The website conversion (theme development) is underway, we are working with a Consultant.  
The Committee is working to create metrics to track enrollment.  
We have experienced a lot of active interest in various Open House events and auditions.  
Auditions will continue in May and June,  
Stabler grant will be submitted this month.  
Ms. Amy Silver, Grant Writer, is exploring grant opportunities and resources.

Board Development Committee report by Paul Braden

Removal of Joe Wagner from the Board of Directors

Motion: Based upon the recommendation of the Board Development Committee, the Board of Directors removes Joe Wagner from the Board of Directors.

MM: Board Development Committee

Motion Carried:Yes-9,No-9,Abstention-0

Curriculum Committee Report by Jasmine Woodson

Ms. Woodson reported that the Strategic Staff Development Unit Plans will be discussed at the next committee meeting.

Approval of 2024-2025 Course Catalog

Motion: Based upon the recommendation of the CEO and the Principal, the Board of Directors approves the 2024-2025 Course Catalog.

MM: Curriculum Committee

Motion Carried:Yes-9,No-9,Abstention-0

Approval of Music Students (WorldStrides) trip to New Orleans and PMEA trip to Erie, PA

Motion: Based upon the recommendation of the CEO and the Principal, the Board of Directors approves the Music Students (WorldStrides) trip to New Orleans April 4-April 7, 2024 and the PMEA trip to Erie, PA, April 17-20, 2024.

**XI. Old business** See policy 626a Federal Procurement Programs Policy below

**XII. New business**

**Approval of Policies**

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following Policies:

- 121 Field Trips
- 227 Controlled Substances
- 246 Student Wellness
- 317.1 Educator Misconduct
- 626a Federal Procurement Programs
- 810 Transportation
- 810.3 Video Recording on School Van and Bus
- 824 Maintaining Professional Adult/Student Boundaries
- 831 Whistleblower

Motion: All Policies tabled until the May 2024 Board meeting.

MM: Braden SM:Smith Motion Carried:Yes-9,No-9,Abstention-0

**Approval of Spring 2024 Health and Safety Plan and the Flexible Instructional Day Program**

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the April 2024 Spring Health and Safety Plan and the Flexible Instructional Day Program.

MM: Braden SM:Smith Motion Carried:Yes-9,No-9,Abstention-0

**Approval of Contracts/Agreements**

Motion: Based upon the recommendation of the CEO, the Board of Directors approves the following contracts/agreements.

- Counslr (TBD) - withdrawn from motion
- Wind Creek MOU

MM: Braden SM:Smith Motion Carried:Yes-9,No-9,Abstention-0

Strategic Plan Update - Dr. Christina Lincoln In process.

Enrollment 2024-2025 Update - Dr. Christina Lincoln See report.

**XII. Public Comments:** *(limited to 3 minutes per individual)* None.

**XIII. Adjournment**

Motion to adjourn at 7:16pm.

MM: Smith

SM:Rivas

Motion Carried:Yes-9,No-9,Abstention-0

Statement of Financial Interests to be completed by Board Members and Administration who served during the calendar year 2023. Please return completed form to Mrs. Schurz, as soon as possible.

[https://www.ethics.pa.gov/How-To/Documents/Statement%20Of%20Financial%20Interests%20REV%2001\\_24.pdf](https://www.ethics.pa.gov/How-To/Documents/Statement%20Of%20Financial%20Interests%20REV%2001_24.pdf)

Next Meeting: May 9, 2024 6pm (Reorganization Meeting)

Respectfully submitted,

Cheryl Schurz  
Board Secretary