



BOARD OF TRUSTEES VOTING MEETING MINUTES

August 23, 2018 6:30 PM - Upper School Library

Attendance

- **Board:** Anthony Bragoli, Martha Stevens, Shawn Glick, Eva Swymelar, Janel Work, Kent Wenger, Dan Rufo, Peggy LaGarde, Monica Reynolds, Greg Scott (via phone)
- **School:** Marilyn Thomas, Sarah Pilacik, Patty Sunseri, Joe Comito, Jen Kelly, Amy James, Jen Palmer, Carol Schaeffer, Gina Buli, Michelle Boyd, David Cosme, Craig Gibson, Harold Smith, Christine Gehring
- **Public:** None

Meeting

1. **Call to order**
 - a. **K. Wenger called the meeting to order at 6:41**
2. **Opening statements – Kent Wenger**
 - a. **None**
3. **Review & accept minutes from June 21, 2018 Voting Meeting**
 - a. **A. Bragoli made a motion to accept the minutes and M. Stevens seconded. The motion passed.**
4. **Executive Session on Round Table Discussions – June 21**
5. **Review & accept minutes from August 16, 2018 Voting Meeting**
 - a. **Motion tabled due to no minutes available**
6. **Academy Council Update - Student (if present)**
 - a.
7. **Committees Meeting updates – Committee Chairs**
 - a. **Development Committee – Denise Kozuch-Harakal / Dan Rufo**
 - Calendar Set for fundraising
 - Kickoff today for all grade levels
 - Templates developed for planning/requesting events
 - b. **Curriculum Committee – Dan Rufo**
 - First Meeting will be first Tuesday of each month starting in Sept.
 - c. **HR Committee – Janel Work**
 - Interviews and new hires – 12 currently new staff (2 expansion, 3 LTS, 3 SPED, remainder classroom teachers)
 - Skyward is being updated
 - d. **Finance Committee – Shawn Glick**
 - Continue Tuesday meetings (3rd week of month)

- S. Glick made a motion to approve final payment of \$40,404 and A. Bragoli seconded. The motion passed.
- e. Business Manager’s Report – Carol
 - A. Bragoli made a motion to approve the Business Manager’s Report and M. Stephens seconded. The motion passed.
- f. Legislative Awareness Committee (ad-hoc)– Eva
 - No report
- g. Strategic Planning Meeting – Dan Rufo
 - Foundation discussion – tabled to Expansion

8. Administration Reports

- a. Lower School Principal Report - Christine
 - Great first day
 - Three assemblies
 1. Back to basics – Core Values, Kindness, PBIS supports (Matrix)
 - Weekly meetings with each grade level
 - Caught Being Good Tickets coming back
 - Teacher prizes
 - PBIS Classroom rewards + Class wide rewards
- b. Upper School Principal Report – Michelle
 - Busy PD week – Skyward, new program for MTSS (AIMS-WEB)
 - Successful first day
 - Whole Upper School assembly
 - Classes tomorrow
 - Sept 11 – Back to School Night
 - College trip – Temple, Penn State Brandywine, Widener
 - Sept 20 – College Fair
- c. Dean of Student’s Report – Harold
 - Assembly – new policies and procedures.
 - Will meet with each grade at the end of Sept to follow up
- d. CEO Report – Gina
 - Successful first day
 - Vacancies were covered
 - Main foci
 1. Communication and ensure that staff is informed
 2. Lead retreat
 - a. reviewed current Org chart and roles/decisions
 - b. Positive feedback
 3. “Back to Basics”- expectations
 4. Positive Day
 5. Community Outreach
 6. Charter groups joined
- e. Accept updated staff roster by Business Manager
 - M. Reynolds made a motion to approve the staff roster and P. LeGarde seconded. The motion passed.

9. Old Business

- a. FCCA – Insurance Discussion
 - Primary coverage to FCCA?
 1. Carol has reached out to brokers for a copy of the policy
 2. Awaiting response.
- b. Expansion committee discussion
 -

10. New Business

- a. Legal Settlement
 - P. LeGarde made a motion to approve the agreement as presented pending final legal review and M. Reynolds seconded. The motion passed.
- b. Acceptance of Board Resignations
 - Kathleen Drennan
 1. K. Wenger made a motion to accept the resignation and A. Bragoli seconded. The motion passed.
 - Minal Kapasi
 1. K. Wenger made a motion to accept the resignation and A. Bragoli seconded. The motion passed.
 - Martha Stephens
 1. K. Wenger made a motion to accept the resignation and A. Bragoli seconded. The motion passed.
- c. K. Wenger introduced a new Board Policy to name and recognizing Trustee Emeritus.
 - A. Bragoli made a motion to approve position of Trustee Emeritus and P. LaGarde seconded. The motion passed.
- d. K. Wenger made a motion to nominate Martha Stephens for the Trustee Emeritus position and A. Bragoli seconded. The motion passed.
- e. G. Scott presented an idea to have board meeting/open forums hosted in various school districts to provide opportunity for public attendance.
 - Greg will create a spreadsheet with anticipated areas.

11. Public Comment

- a. J. Comito requested board feedback from round table discussions.

12. Adjournment

- a. A. Bragoli made a motion to adjourn and E. Swymelar seconded. The motion passed.
- b. Meeting was adjourned at 8:03

13. Executive Session – Discussion of Round Table Feedback