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BOARD OF DIRECTORS

MEETING MINUTES

**October 24, 2019**

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| Michelle Zattoni, President |  |  |
| Leigh Miller, Vice President | Sharon Jermany | Joanna Hughes, CEO |
| Frank Pologruto, Treasurer | Michael Lieberman | William Wright, Principal |
| Eleanore Cary, Secretary |  |  |

***Our Mission Statement***

*It is our mission to provide a rich & comprehensive educational program for students in grades K-5. We do this by employing an intensive artistic immersion program. The rigorous & traditional academic program will be enhanced with rich, varied, weekly experiences in dance, instrumental music, visual art, vocal music, theatre & gymnastics. Each student will be provided with a broad introduction to the arts, in order to enhance their future academic success.*

***Executive Session***

The Board met in closed session at 5:30 p.m.

1. ***Call to Order***

The meeting was called to order at 6:50 p.m. by President Zattoni. The Pledge of Allegiance was recited.

***Roll Call***

**Board: Present –** Michelle Zattoni, Leigh Miller, Frank Pologruto, Sharon Jermany, Mike Lieberman

**Staff: Present –** Joanna Hughes, Will Wright, Dolly Cary

**Guests:** Brian Leinhauser, Legal Counsel, **Teleconference –** Ryan Schumm, Charter Choices

1. ***Approval of Minutes***

**Motion:** To approve the minutes of the August 22, 2019 Board of Directors meeting. (Pologruto/Lieberman), The motion passed with 3 votes in favor, and 2 abstentions of Directors Jermany and Miller.

1. ***President’s Comments***
2. ***Financial Report***

**Ryan Schumm, Charter Choices**

Budget to Actual for the two months ending 8/31/19 – the total revenues were $856.318, $3,272 more than budgeted. Total expenditures were $543.630, $31,775 more than budgeted. Site costs increased by $25,350 as a result of increased rent costs and real estate taxes. The net change in fund balance for the period is $312,688.

**Action:** Provide additional tax information to the Board.

**Motion:** To accept the Financial Report as presented, (Pologruto/Miller). The motion passed with 4 votes in favor, and 1 abstention of Director Jermany. (Report filed with minutes).

1. ***Administrators’ Report***

**Joanna Hughes, CEO**

Under the Community Eligibility Provision, our school has been certified to receive free breakfast and lunch for our students. We provided a summer lunch program to the neighborhood kids. We are participating in the Backpack Pals Program for kids. Under this program, we will send backpacks home filled with food for the evenings and the weekends. We have designated a room in the school’s lower level to house donations of shoes, coats, scarves, hats, gloves and non-perishable food. We set up a kid’s book display shelf, located in the area off of the multi-purpose room, filled with donated books. The students can take a book and leave a book. We are holding a sportswear sale of T-shirts, hoodies, and polos featuring the school’s logo. The proceeds of the sale will go towards the Select Ensemble. We are branching out with our social media to include twitter, and Instagram. We are advertising on the digital billboard at the Public Market.

The week of 11/18/19, the PA Department of Education will be at the school monitoring our Special Education Program. We are still seeking a teacher to fill an ESL/Title I position.

**Will Wright, Principal**

The Select Ensemble Performed at both Garlic Fest in Easton on Oct 5 and at VegStock in Tatamy on October 12. We have the Easton/Phillipsburg Halloween Parade coming up this Sunday October 27 and the Easton Christmas Tree Lighting scheduled for Friday Nov 29. On Thursday, October 31 we will have a Halloween parade and activities from 1-3:00 p.m. at the school. For the month of October, the counselors worked on an antibullying pumpkin patch. Every student created a pumpkin with their own antibullying slogan.

After morning announcements, students in grades 3-5 will sing the National Anthem. We will soon be rolling out our school mascot. A fund raising event is scheduled at Barnes and Noble on Friday, November 15.

1. ***Committee Reports***

* Governance Committee, Mike Lieberman, reported there were three committees formed.
  1. Marketing, Chaired by Ms. Zattoni
  2. Personnel, Chaired by Ms. Miller
  3. Academic, Chaired by Mr. Lieberman
* Finance Committee, Frank Pologruto informed the members that the Information was covered in the Charter Choices financial report.
* CPTO Board Liaison, Sharon Jermany stated that a resolution was passed allowing the Board members to join CPTO.

**Motion:** To approve the formation of three new committees: Marketing, Personnel, and Academic. (Miller/Pologruto), Motion carried.

1. **Old Business –** None
2. ***Public Comment on Agenda Items* –** None
3. ***Public Comments –*** None
4. ***New Business***
5. Kathy Klein, Board Member Candidate
6. Board member resignations – Belinda Austin and Jana Nieves

**Motion:** To approve the acceptance of the resignations of Belinda Austin and Jana Nieves. (Jermany/Pologruto), Motion carried.

1. Personnel
   * 1. New Staff Appointments

* Amy (Reichert) Rastetter, Special Education Teacher, $38,000, start 9/16/19
* Susan Gapac Gaithier, Substitute Teacher, $110/per diem
* Michelle Wangdak, Substitute Teacher, $110/per diem
* Constance Eckhart, Administrative Support HR, $35,000, start 8/26/19

2. Job Status Change

* Kristina Lybik from RTII Grades 3-5 to Grade 3 Teacher
* Briana Fenston from Grade 3 to RTII, Grades K-3
* Patricia Walters to RTII, Grades 4-5

**Motion:** To approve the appointments of Amy Rastetter, Susan Gaithier, Michelle Wangdak, and Constance Eckhart as recorded above under Section 10, New Business (C-1), and the job status change of Kristina Lybik, Briana Fenston, and Patricia Walters as recorded above under Section 10, New Business (C-2), (Pologruto/Nieves), Motion carried.

1. Gym Time, LLC Contract

**Motion:** To approve the contract between Easton Arts Academy and Gym Time LLC. (Lieberman/Pologruto), Motion carried.

1. Lease Reimbursement PDE 418

School Code Section 24 P.S. 25-2574.3 provides Commonwealth reimbursement for leases of buildings or portions of buildings for charter school use, which have been approved by the Secretary of Education.

Like district public schools, they are funded according to enrollment (also called average daily attendance, or ADA), and receive funding from the district and the state according to the number of students attending.

**Motion** for ROLL CALL VOTE, (Lieberman/Pologruto),

Zattoni: YES, Miller: YES, Pologruto: YES, Jermany: YES, Lieberman: YES

Motion carried 5 -0.

1. Mrs. Becky Schone presented to the Board how Positive Behavioral Intervention is implemented with all our students.
2. Ms. Zattoni nominated Trisha Beegle as a Board candidate to the Easton Arts Academy Elementary Charter School.

**Motion:** To approve the appointment of Trisha Beegle to the Easton Arts Academy Elementary Charter School Board of Directors. (Lieberman/Pologruto), Motion carried unanimously.

Mrs. Beegle was sworn into office by Attorney Leinhauser.

1. ***Adjournment – (Motion for Approval)***

**Motion:** To adjourn the meeting of the Board of Directors at 7:50 p.m. (Miller/Jermany), Motion carried.

Eleanore M. Cary

Board Secretary