



**BOARD OF TRUSTEES  
MEETING MINUTES**

**January 25, 2018**

Michelle Zattoni, President  
Al Kratzer  
Michael Lieberman

Jana Nieves  
Leigh Miller  
Frank Pologruto  
Hollis Ashby, 1 yr. leave

Peter Reinke, Developer Rep.  
Joanna Hughes, CEO  
Shawn Ferrara, CAO  
Dolly Cary, Board Secretary  
Thomas Lubben, TLC

**1. Call to Order**

The meeting was called to order at 5:35 p.m. by Leigh Miller. The Pledge of Allegiance was recited.

**Roll Call**

**Board: Present** – Michael Lieberman, Leigh Miller, Al Kratzer, Jana Nieves, Frank Pologruto

**Absent** – Michelle Zattoni, Tela Anderson, Hollie Cummings

**Staff: Present** – Joanna Hughes, Shawn Ferrara, Dolly Cary, T. J. Bostian

**2. Approval of Minutes**

**Motion:** To approve the minutes of the December 14, 2017, Board of Trustees meeting as presented. (Lieberman/Pologruto) Motion carried.

**3. President's Comments**

**4. Administrators' Reports**

**Joanna Hughes, CEO**

Our student count is 346. We currently have students representing 14 School Districts. The rate per regular education student is \$10,500. The rate for a special education student is \$22,000.

We have sibling enrollment this month. Open House dates are scheduled as follows:

- February 7, 6:00 p.m. to 8:00 p.m.
- February 24, 10:00 a.m. to 12:00 Noon
- March 7, 6:00 p.m. to 8:00 p.m.
- April 12 is scheduled for the Lottery process

The Principal role is currently shared between Ms. Hughes and Mr. Ferrara. Dr. Susan Bostian is conducting evaluations using the state method.

**5. Financial Report**

**Shawn Ferrara, CAO**

Mr. Ferrara gave a review of the check register accounts. We are utilizing Quick Books as a backup to store our financial records. A first pass of the budget was reviewed. The budget is not based on projections, but rather actual receipts.

T.J. Bostian, IT Support, explained to the Board how we are expanding our marketing methods. We've designed postcards to increase our advertising. We are using our Student Information System (Power School) to target geographic and demographic information allowing us to enhance our opportunities to recruit students in the outlier areas. We are targeting organizations such as YMCA's, Daycare's, and expanding our social media by using Facebook banner ads, etc. We also have the Arts Council and Public Market as additional venues.

**Motion:** To approve the Financial Report as presented. (Pologruto/Kratzer) Motion carried.

**6. Committee Reports**

**7. Tom Lubben, TLC**

**8. Old Business**

The Wellness Policy and the Policy Manual were presented for a final reading and approval.

**Motion:** To approve the Wellness Policy and the Policy Manual. (Lieberman/Pologruto) Motion carried.

**9. Public Comment on Agenda Items**

**10. New Business**

**A. Executive Session**

**Motion:** To adjourn the meeting into Executive Session. (Pologruto/Lieberman) Motion carried.

The Board went into Executive Session to discuss personnel matters. The Executive Session began at 6:22 p.m. and concluded at 6:50 p.m.

**B. Board Member Resignation**

- Shae McPherson, effective 1/24/2018

**Motion:** To approve the resignation of Shae McPherson from the Easton Arts Academy Board of Trustees, effective 1/24/2018. (Lieberman/Kratzer) Motion carried.

**C. Board Member Removal**

- Tela Anderson, effective 1/25/2018

In accordance with the By-Laws of Easton Arts Academy Elementary Charter School, Section 8.2(a), the Board may remove a Trustee for failure to attend two consecutive meetings without reasonable justification. Tela Anderson has failed to attend meetings from October, 2017, through January, 2018.

**Motion:** To approve the removal of Tela Anderson from the Easton Arts Academy Elementary Charter School Board of Trustees. (Kratzer/Pologruto) Motion carried.

**D. Personnel**

- a) New Staff Appointments
  - Toni-Lyn Sorger, Substitute Teacher
  - Rachel Cimera, Student Support Specialist 1, \$20/hr., 1/17/2018
  - Patricia Walters, Special Education, \$38,000, 1/9/2018
  - Rebecca Schoen, Student Support Specialist 2, \$15/hr., 1/1/2018
  - Julia Burns, Kindergarten Aide, \$12/hr.
  - Viana Boenzli, School Nurse
  - Ashley Huber, 1<sup>st</sup> Grade Teacher, \$36,000, 2/7/2018
- b) Job Status Change
  - Shawn Ferrara, Expanded duties, Salary increase \$10,000
  - Beth Peters-Ferrara, Expanded duties, Stipend \$6,000
- c) Dismissals
  - Scott Aber, Custodian, 12/21/2017
  - Amanda Yost, Guidance Counselor, 1/3/2018
- d) Resignations
  - Marisa McGinley, Special Education, 1/5/2018
  - MaryAnn Ciccolella, 1<sup>st</sup> Grade Teacher, 2/9/2018
  - Christine Hahn, 2<sup>nd</sup> Grade Teacher, 2/22/2018
- e) Leave of Absence
  - Maternity Leave – Megan Winkler, 2/9/2018 through 3/25/2018

**Motion:** To approve the Staff Appointments, Job Status Change, Dismissals, Resignations, and Leave of Absence listed under Section 10, Personnel. (Lieberman/Kratzer) Motion carried.

#### **E. TLC Contract**

**Motion:** To approve the loan agreement of \$41,062.62 between TLC-Arts, LLC and Easton Arts Academy Elementary Charter School. (Lieberman/Kratzer) Motion carried.

#### **11. Adjournment**

**Motion:** To adjourn the meeting of the Board of Trustees at 7:26 p.m. (Kratzer/Pologruto) Motion carried

Eleanore M. Cary

Board Secretary

The next meeting is scheduled for February 22, 2018 at 5:30 p.m.