****

BOARD OF DIRECTORS

MEETING MINUTES

**January 24, 2019**

|  |  |  |
| --- | --- | --- |
| Michelle Zattoni, President | Belinda Austin | Jana Nieves |
| Leigh Miller, Vice President | Sharon Jermany | Tracie Springer |
| Frank Pologruto, Treasurer | Al Kratzer | Joanna Hughes, CEO |
| Dolly Cary, Secretary | Michael Lieberman | Shawn Ferrara, CAO |
|  |  | Joanellyn Schubert, Principal |

1. ***Call to Order***

The meeting was called to order at 5:39 p.m. by President Zattoni. The Pledge of Allegiance was recited.

***Roll Call***

**Board: Present –** Michelle Zattoni, Mike Lieberman, Sharon Jermany, Frank Pologruto, Belinda Austin,

Tracie Springer, Al Kratzer, **Absent:** Jana Nieves, Leigh Miller

**Staff: Present –** Joanna Hughes, Dolly Cary, Shawn Ferrara, **Absent:** Joey Schubert

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

1. ***Executive Session***

The Board convened into Executive Session at 5:41 p.m. to discuss personnel matters and litigation. Belinda Austin and Sharon Jermany joined the meeting at 5:45 p.m. Members reconvened to regular session at 6:37 p.m.

1. ***Approval of Minutes of December 20, 2018***

**Motion:** To approve the minutes of the December 20, 2018 Board of Directors meeting. (Pologruto/Lieberman), Motion carried.

1. ***President’s Comments –*** None currently
2. ***Administrators’ Reports***

**Joanna Hughes, CEO**

The student count is currently at 408. The first monthly meeting is scheduled on 2/20/19. An Opioid Awareness Committee, in conjunction with the police department, is in the planning stages. As part of community outreach, parents and community members will be invited to participate in educational meetings.

**Joanellyn Schubert, Principal**

As Ms. Schubert was helping with the 3rd Grade Performance at Cornerstone Church, a brief report was given by Ms. Hughes. (Report filed with minutes)

**Shawn Ferrara, CAO**

Mr. Ferrara introduced Ryan Schumm, Charter Choices. Charter Choices, an independent consulting firm, has been contracted by Easton Arts Academy to assist with the bookkeeping and financial portion of school operations, i.e. accounts payable, accounts receivable, payroll, general ledger bookkeeping, bill paying, reconciliation, audit preparation and ongoing CPA services. Their 40+ clients consist of charter schools located in Pennsylvania.

1. ***Financial Report***

**Shawn Ferrara, CAO**

As Charter Choices is in the audit process of our finances, the brief current report, as of 1/2019 shows school receivables of $3,097,615.60 paid to date. Statements went out for 2/2019. (Report filed with minutes).

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

1. ***Committee Reports***

Governance Committee – None

Finance Committee – None

1. ***Old Business***

**Motion:** To approve the Second Reading of the Student Attendance Policy. (Pologruto/Lieberman),

Motion carried

1. ***Public Comment on Agenda Items*** – None
2. ***Public Comments –*** None
3. ***New Business***
4. Personnel – ***(Motion for Approval)***

1) New Staff Appointments

* Nicholas Conti, Substitute, $110/per diem
* Jamie Reagan, 4th Grade Teacher, $38,000
* Kayla Jordan, Substitute Nurse, $130/per diem

In the interest of full disclosure, Nicholas Conti is the brother of Adam Conti, music teacher. We received Jamie Reagan’s resume through our website.

2) Job Status Change

* Laura Plasner, Student Intervention Manager, $60,000
1. **Motion:** To approve the appointments of Nicholas Conti, Jamie Reagan, and Kayla Jordan as recorded above under Section 11, New Business (A-1), and the job status change of Laura Plasner under A-2. The motion passed with 6 votes in favor, and 1 abstention of Director Belinda Austin. (Lieberman/Kratzer).

***Adjournment***

**Motion:** To adjourn the meeting of the Board of Directors at 7:00 p.m. (Lieberman/Kratzer), Motion carried.

Eleanore M. Cary

Board Secretary