

EASTON ARTS ACADEMY ELEMENTARY
CHARTER SCHOOL
30 N. 4TH ST.
EASTON, PA 18042

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE CALL DUE TO STAY AT HOME ORDER

DATE & TIME:
APRIL 30, 2020
6:40PM

Minutes

SECTION I: CALL TO ORDER

Opening Colloquy

This meeting of the Easton Arts Academy Elementary Charter School Board of Trustees is hereby called to Order. The time is 6:40 p.m. My name is David Annecharico of Sand & Saidel, P.C., which serves as General Counsel to this Board of Trustees. I will facilitate this meeting.

As we know, Governor Wolf of the Commonwealth of Pennsylvania has declared a state of emergency in response to the global Coronavirus pandemic. In order to protect the health, welfare, and safety of the school community, this meeting is being held via teleconference. This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act in The Express Times and/or The Morning Call. This public notice included instructions for how the public could participate in tonight's meeting.

All members of the public are welcome, to sit and listen to the board of trustees conduct its business tonight. At this time, I would ask that executive administration submit the list of commenters. Comments will be limited to three minutes unless the Board decides to grant additional time.

At this time, I will ask that we recite the Pledge of Allegiance followed by roll call.

A. ROLL CALL

Board Members Present:	By Invitation: Non-Board Members:
Michelle Zattoni, President ["MZ"] Leigh Miller, Vice-President ["LM"] Sharon Jermany ["SJ"] Michael Lieberman ["ML"] Trisha Beegle ["TB"] Board Members Absent:	William Wright, Principal David Annecharico, Esq. Dean Krebs, Esq.

B. DISCLOSURE: EXECUTIVE SESSION

I would like to state, for purposes of the Minutes of this meeting that, on April 9, 2020 and April 23, 2020, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:

(x) Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure).

(x) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed.

(x) Discuss Confidential Matters. To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

C. APPROVAL OF AGENDA

MOTION

R200430.01 Approval of the April 30, 2020 Agenda

LM

SECOND

RESOLVED, that the Board of Trustees of Easton Arts Academy Elementary Charter School hereby approves the April 30, 2020 Agenda.

MZ

VOTE:

Notes of Discussion / Advance Regulatory and Financial Comment:

[X] PASS

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

[] FAIL

D. APPROVAL OF MINUTES

MOTION

R200430.02 Minutes of the February 27, 2020 Meeting

LM

SECOND

RESOLVED, that the Board of Trustees of Easton Arts Academy Elementary Charter School hereby approves the Minutes of the February 27, 2020 meeting of the Board of Trustees of Easton Arts Academy Elementary Charter School.

SJ

VOTE:

Notes of Discussion / Advance Regulatory and Financial Comment:

[X] PASS

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

[] FAIL

SECTION II: REPORTS

A. COMMUNITY COMMENT

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico with Sand & Saidel, PC, General Counsel to the Easton Arts Academy Elementary Charter School Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed.

This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Ms. Hannah Staples</i>	<p><i>Introduced herself as the mother of an exceptional 4th grade EAAECS student who was receiving services for OT and Speech therapy.</i></p> <p><i>Ms. Staples highlighted the high-quality outreach being conducted for OT/Speech Therapy, including weekly phone calls for Speech Therapy and multiple e-mails for OT.</i></p> <p><i>Highlighted that lesson packages have been excellent and expressed her appreciation for the student's robust schedule which has provided her son structure.</i></p> <p><i>Applauded EAAEC educators who are able to "wrangle" students over teleconference platforms such as zoom.</i></p> <p><i>Indicated the entire process of watching her child get services has given her an insight into how EAAECS is teaching her children.</i></p>

B. BOARD PRESIDENT, MICHELLE ZATTONI

- a. Informed the Board of the recent hiring of an HR and IT Manager, which was on the agenda for approval.*
- b. Mr. William Wright—Interim CEO of EAAECS*
 - i. Reviewed and discussed with the Board the April 2020 CEO Report, previously disseminated to the Board;*
 - ii. Informed the Board that remote learning had been occurring since April 15th;*
 - iii. Advised the Board that the school is implementing remote programs to ensure students are still getting the services they need, including for SPED, Title 1, and counseling services;*
 - iv. Advised the Board that support teams and behavior specialists are participating in weekly meetings to assist parents of EAAECS; and*
 - v. Informed the Board of the recent distribution of Chromebooks and the logistics surrounding it.*

C. BUSINESS CONTROLLER, CHARTER CHOICES

- a. The Board reviewed and discussed the March 2020 Financial Reports, previously disseminated.*

D. SCHOOL SOLICITOR, SAND & SAIDEL, P.C.

- a. *Highlighted for the Board that EAAECS will continue to receive funding during COVID-19 because of state legislature;*
- b. *Expressly appreciation to Mr. Wright and his team for providing a continuing education plan and other documents necessary for SPED students, consistent with State and Federal law;*
- c. *Reminded the Board and Administrators to complete their Financial Interests Forms by May 1, 2020.*

SECTION III: OLD BUSINESS

A. RESOLUTIONS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

LM

SECOND

ML

VOTE:

[X] PASS

[] FAIL

R200430.03 Report of the Business Controller

RESOLVED, the Board of Trustees of Easton Arts Academy Elementary Charter School accepts the Financial Report of the Business Controller and all documents submitted thereby, which shall be incorporated into the record of this meeting.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>S. Jermany</i>	<i>Voted nay until Charter Choices can be present to answer questions that the Board may have.</i>

MOTION

LM

SECOND

MZ

VOTE:

[X] PASS

[] FAIL

R200430.04 Uniform Human Resources Resolution

RESOLVED, the Board of Trustees of Easton Arts Academy Elementary Charter School ratifies the human resources changes, modifications and additions, as presented.

HIRES/POSITION CHANGE		
NAME	TITLE/CHANGE	START DATE
Tiffany Jackson	HR Manager (hire)	04.29.20
Mohamed Hagag	IT Manager (hire)	05.11.20

SUSPENSION/RESIGNATION/TERMINATION		
NAME	TITLE	END DATE
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>T. Beegle</i>	<i>As indicated in the Roll Call vote below, Ms. Beegle voted Nay to approve hiring of Tiffany Jackson</i>

ROLL CALL

CONCERNING HIRING OF TIFFANY JACKSON

Michelle Zattoni. President - *aye*
 Leigh Miller, Vice-President - *aye*
 Sharon Jermany - *aye*
 Michael Lieberman - *aye*
 Trisha Beegle - *nay*

CONCERNING HIRING OF MOHAMED HAGAG

Michelle Zattoni. President - *aye*
 Leigh Miller, Vice-President - *aye*
 Sharon Jermany - *aye*
 Michael Lieberman - *aye*
 Trisha Beegle - *aye*

R200430.05 Uniform Professional Services Proposals Resolution

RESOLVED, the Professional Services Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contracts based upon these Professional Services Proposal/s;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
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MOTION

MZ

SECOND

LM

VOTE:

TABLED

Lehigh Valley Technology Company	\$10,354.40	IT Service Provider Remote monitoring
Go Guardian	1 Year Admin: \$2,587.50 2 Year Admin: \$4,916.25	Web filtering service

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOOT

R200430.06 Uniform Purchases Resolution

RESOLVED, the Purchases and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract(s) based upon these Purchases.

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

MOTION

MZ

SECOND

LM

VOTE:

[X] PASS

[] FAIL

R200430.07 Approval of Account Signatories

WHEREAS, Easton Arts Academy Elementary Charter School has financial accounts to facilitate transactions, expenditures, and other matters related to the Easton Arts Academy Elementary Charter School (the “Accounts”).

RESOLVED, the Board of Easton Arts Academy Elementary Charter School hereby ratifies and approves that the Chief Executive Officer of Easton Arts Academy Elementary Charter School shall be the primary signatory, and Ms.

Leigh Miller, Trustee of Easton Arts Academy Elementary Charter School, shall be secondary signatory, on all Accounts of Easton Arts Academy Elementary Charter School, as of April 23, 2020.

FURTHER RESOLVED, the Board of Easton Arts Academy Elementary Charter School hereby ratifies and approves that any and all other signatories besides the Chief Executive Officer Easton Arts Academy Elementary Charter School as primary signatory, and Leigh Miller, Trustee of Easton Arts Academy Elementary Charter School, as secondary signatory, shall be removed as signatories from all Accounts of Easton Arts Academy Elementary Charter School, as of April 23, 2020.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOTION

MZ

SECOND

TB

VOTE:

TABLED

R200430.08 Approval of Increasing Academic Marking Periods

WHEREAS, Easton Arts Academy Elementary Charter School currently has three (3) academic Marking Periods during the school year.

WHEREAS, Easton Arts Academy Elementary Charter School seeks to increase the academic Marking Periods from three (3) to four (4).

RESOLVED, the Board of Easton Arts Academy Elementary Charter School hereby ratifies and approves increasing the academic marking periods from three (3) to four (4) for the 2020-21 school year and thereafter.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOTION

SJ

SECOND

MZ

VOTE:

TABLED

R200430.09 Approval of 2020-21 School Calendar

RESOLVED, the Board of Trustees of Easton Arts Academy Elementary Charter School ratifies and approves of the Academic Calendar for the 2020-21 School Year of Easton Arts Academy Elementary Charter School, as previously presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

MOTION

MZ

SECOND

TB

VOTE:

[X] PASS

[] FAIL

R200430.10 Approval of Resignation of Board President

WHEREAS, Ms. Michelle Zattoni currently serves as President of the Board of Trustees of Easton Arts Academy Elementary Charter School; and

WHEREAS, Ms. Zattoni elects to resign from her role as President on the Board of Trustees of Easton Arts Academy Elementary Charter School.

RESOLVED, the Board of Trustees of Easton Arts Academy Charter School honors Ms. Zattoni for her service as the President of the Board of Trustees of Easton Arts Academy Elementary Charter School; and

FURTHER RESOLVED, that the Board of Trustees of Easton Arts Academy Elementary Charter School accepts the resignation of Ms. Zattoni from the role of President of the Board of Trustees of Easton Arts Academy Elementary Charter School, effective April 30, 2020.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>Board</i>	<i>Expressed appreciation to Ms. Zattoni's service</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT SCHEDULED BOARD MEETING: MAY 28, 2020

ADJOURNMENT @ 7:28PM

MOTION

LM

SECOND

200430

EAAECS BOARD MEETING AGENDA

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MZ

VOTE:

☒ PASS

☐ FAIL