



BOARD OF DIRECTORS

Meeting Minutes

March 27, 2018

I. Call to Order

The Allentown Arts Academy Elementary Charter School (AAAECS) Board of Directors meeting, located in the cafeteria at 601 West Union Street, Allentown, PA, was called to order at 18:02 by Ms. Best.

Flag Salute

The Pledge of Allegiance was recited.

Roll Call

Present: Ms. Amy Best, Board President; Ms. Rosalee Sabo, Board Vice President; Mr. Casey Gallagher, Board Treasurer, Ms. Angela Sigley Grossman, Board Member; Ms. Sally Ann Hanzlik, Board Member; Mr. Aldo Cavalli, AAAECS Chief Executive Officer; Ms. Janear Hankerson, Board Secretary; Ms. Nancy Horvat, AAAECS Principal; Ms. Brianna Fulginiti, Repice & Taylor.

Absent: Ms. Zanetta Groff, Board Member

II. Reading of the Mission Statement

Mr. Casey Gallagher recited the AAAECS Mission Statement.

III. Student Spotlight

A student from Mrs. Force's second grade class performed a storytelling piece for the Board.

IV. Public comments for items listed on the agenda

There were no public comments on items listed in the agenda.

V. Motion to approve Board Minutes

A motion to approve the February 2018 Board minutes as presented was made by Ms. Sabo, seconded by Ms. Hanzlik, and unanimously approved.

VI. Reports & Announcements

- A) There were no reports and announcements this month.

VII. Executive Director's Recommendations

Mr. Cavalli provided the following recommendations in the Executive Director's report:

A. Technology

1. Mr. Leydic provided Sapphire K12 Reviews from local school districts

B. Student Services

There were no student services recommendations to report.

C. Facilities

1. Mr. Leydic provided an update on the exterior sign and stated the sign is almost finalized, with an estimated installation date in April.

D. Policies

1. Mr. Cavalli stated that he will distribute updated policies to the policy committee for review.

E. Curriculum

1. Ms. Horvat provided two proposed 2018-2019 school calendars for Board review, one using trimesters and one using quarters for the school year.
2. Ms. Horvat also stated she will plan to have a new Science curriculum for Board review next month.

F. Personnel

1. Ms. Hankerson submitted job descriptions for the positions of: Director of Special Education, Instructional Technology Coach, Elementary Teacher, ESL Teacher, and Special Education Teacher for Board review.
2. Ms. Hankerson provided information on the mission and goals of the Employee Wellness program.

G. Finance

1. Ms. Fulginiti and Mr. Cavalli presented the monthly financial statements to the Board as accepted by the Finance Committee.

VIII. *Old Business*

1. Resolution to approve updated employee job descriptions
 - a. RTII Coordinator
 - b. Bilingual Receptionist
 - c. Principal's Secretary
 - d. Positive Behavior Coach
 - e. Full Time Custodian

Motion to approve job descriptions as submitted was made by Ms. Sigley-Grossman, seconded by Mr. Gallagher and unanimously approved.

2. Resolution to authorize Executive Director Aldo Cavalli to sign the Sapphire agreement when training and other items have been scheduled.

Motion to approve resolution to authorize Executive Director Aldo Cavalli to sign the Sapphire agreement when training and other items have been scheduled was made by Ms. Sabo, seconded by Mr. Casey and unanimously approved.

3. Resolution to authorize Executive Director Aldo Cavalli to sign the PrimeroEdge agreement for a grand total of \$2,995.00.

Motion to approve Resolution to authorize Executive Director Aldo Cavalli to sign the PrimeroEdge agreement for a grand total of \$2,995.00 was made by Ms. Hanzlik, seconded by Ms. Sigley-Grossman and unanimously approved.

IX. *New Business*

1. The Board discussed the recruitment of new Board members and they would like to begin using different tools to recruit additional Board members.

X. *Public Comment*

There were no public comments on agenda items.

XI. *Executive Session*

1. There was no executive session this month.

XII. *Adjournment*

A motion to adjourn the meeting was made by Mr. Gallagher, seconded by Ms. Hanzlik, and unanimously approved at 18:57.

Janear D Hankerson
Board Secretary

The next meeting is scheduled for April 24, 2018 at 6:00 P.M.