



## BOARD OF DIRECTORS

### Meeting Minutes

May 22, 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 18:00 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, Ms. Sally Ann Hanzlik, Board Member; Board Member; Mr. Aldo Cavalli, AAAECS Chief Executive Officer; Ms. Janear Hankerson, Board Secretary; Ms. Nancy Horvat, AAAECS Principal; Mr. Brandon Leydic, Director of Operations, Ms. Brianna Fulginiti, Repice & Taylor.

**Absent:** Ms. Zanetta Groff, Board Member,

Motion to Approve Agenda with addition of adding cleaning agreement to new business:

1st Sabo      2nd Gallagher      All Unanimous

#### **II. Reading of the Mission Statement**

Mr. Gallagher recited the AAAECS Mission Statement.

#### **III. Student Spotlight**

There was no student spotlight this month.

#### **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 April 2018 Board minutes with corrections was made by Mr. Gallagher, seconded by Ms. Sigley-Grossman, 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 the invoice for an Apple Cart purchase for the Board review.
2. Mr. Leydic informed the Board of a meeting scheduled with Lenovo to discuss purchasing new faculty equipment for the 2018-2019 school year.
3. Mr. Leydic updated the Board on the staff Sapphire system training, which will be scheduled in June.

**B. Student Services**

There were no student services recommendations to report.

**C. Facilities**

1. Mr. Leydic provided an update on the summer renovations by HSF Group.

**D. Policies**

1. Mr. Cavalli proposed Policy Committee meet to finalize the Policy Manual prior to the August Board meeting in order to present the completed manual to the Board in August.

**E. Curriculum**

1. Ms. Horvat informed the Board that she will present a summary of the curriculum program Foundations at the June Board meeting.

**F. Personnel**

1. Ms. Hankerson submitted job descriptions for the positions of Special Education Coordinator.

**G. Finance**

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

A motion to approve the April financials as presented by the Finance Committee was made by Mr. Gallagher, seconded by Ms. Hanzlik and unanimously approved.

2. A motion to approve the Draft Budget for the 2018-2019 school year was made by Ms. Sabo, seconded by Mr. Gallagher, and unanimously approved.

**VIII. Old Business**

1. Resolution to approve updated employee job descriptions
  - a. Academic Support Teacher
  - b. Visual Art Teacher
  - c. Theatre Teacher
  - d. Music Teacher
  - e. Dance Specialist

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

**IX. New Business**

1. Motion to approve resolution to approve the contract from Hutchinson, Gillahan, & Freeh for the audit of year ending June 30, 2018 was made by Mr. Gallagher, seconded by Ms. Sabo and unanimously approved.

**X. Public Comment**

There were no public comments on agenda items.

**XI. *Executive Session***

A motion to move into Executive Session was made by Ms. Sigley-Grossman, seconded by Ms. Hanzlik and unanimously approved at 18:50.

A motion to end Executive Session was made by Ms. Sabo, seconded by Ms. Hanzlik, and unanimously approved at 19:30.

**XII. *Adjournment***

A motion to adjourn the meeting was made by Mr. Gallagher, seconded by Ms. Sigley-Grossman, and unanimously approved at 19:30.

*Janear D Hankerson*  
Board Secretary

The next meeting is scheduled for June 26, 2018 at 6:00 P.M.