



BOARD OF DIRECTORS

Meeting Minutes

January 23, 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 6:18 p.m. by Ms. Sabo.

Flag Salute

The Pledge of Allegiance was recited.

Roll Call

Present: Ms. Rosalee Sabo, Board Vice President; Mr. Casey Gallagher, Board Treasurer; Ms. Angela Sigley Grossman, Board Member; Ms. Zanetta Groff, Board Member; Ms. Sally Ann Hanzlik, Board Member; Mr. Aldo Cavalli, AAAECS Chief Executive Officer; Ms. Janear Hankerson, Board Secretary; Mr. Brandon Leydic, AAAECS Director of Operations; Ms. Nancy Horvat, AAAECS Principal; Mr. Daniel Fennick, Board Attorney; Ms. Brianna Fulginiti, Repiece & Taylor.

Absent: Ms. Amy Best, Board President.

II. Reading of the Mission Statement

Mr. Casey Gallagher recited the AAAECS Mission Statement.

III. Student Spotlight

Students from Miss Cichowski's enrichment theater class gave a Greek theatre influenced performance for the Board and friends and family of the students.

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 December 2017 Board minutes as presented was made by Mr. Gallagher, seconded by Ms. Sigley-Grossman, and unanimously approved.

VI. *Reports & Announcements*

- A) Statement of Financial Interests Forms: Board members were provided with the annual Statement of Financial Interests Forms as part of the requirements of the Public Official and Employee Ethics Act. Members were notified of the May 1, 2018 deadline to submit the information.
- B) Kindergarten Registration Dates: Ms. Horvat informed the Board of the Kindergarten Registration dates on February 2 and February 22, 2018.
- C) Open House: Ms. Horvat provided dates for the open house for prospective students as March 7 and March 21, 2018.
- D) School Lottery: If needed, a school lottery will be held on April 30th.

VII. *Executive Director's Recommendations*

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

A. Technology

There was no technology recommendation to report.

B. Student Services

There was no student services recommendation to report.

C. Facilities

- 1. Proposed installation of permanent sign with original Arts Academy logo: Mr. Leydic presented a proposal for two options for a permanent exterior sign and the Board resolved to purchase permanent exterior sign.
- 2. Proposed summer renovations: The Board authorized Mr. Cavalli to get a cost estimate for drawings related to the common area.

D. Policies

- 1. Special Education Policy: The Board resolved to adopt the new Special Education Policy presented by the policy committee as modified in the meeting. Upon adoption, the administration shall send the new policy to the Bureau of Special Education for review. The administration shall add the adoption date to a footer in the policy and place a copy of the policy in the school's policy manual and on the website.

E. Curriculum

There were no curriculum recommendations to report.

F. Personnel

1. Ms. Hankerson submitted job descriptions for the positions of: Executive Director, Human Resources/Executive Assistant/Board Secretary, Principal, Director of Operations, and Guidance Counselor for Board review.
2. Ms. Hankerson provided the Board with a sample packet of the documents a new employee must complete prior to their first day of employment.

G. Finance

1. Mr. Cavalli stated he and Ms. Fulginiti are working on the transition on financial responsibilities from Allentown School District to Repice & Taylor. Ms. Fulginiti then presented the monthly financial statements to the Board.

VIII. *Old Business*

There was no old business to report.

IX. *New Business*

1. The Board resolved to purchase a permanent exterior sign.

A motion to approve the purchase the permanent exterior sign for \$2,790.00 was made by Mr. Gallagher, seconded by Ms. Hanzlik, and unanimously approved.

2. The Board resolved to adopt the new Special Education Policy presented by the policy committee as modified in the meeting. Upon adoption, the administration shall send the new policy to the Bureau of Special Education for review. The administration shall add

the adoption date to a footer in the policy and place a copy of the policy in the school's policy manual and on the website.

Motion made by Ms. Sigley-Grossman, seconded by Ms. Groff, and unanimously approved.

X. *Public Comment*

Amber, a parent of a Kindergarten student shared with the Board information on her petition "Red Means Stop", which is an effort to reduce traffic violations and incidents occurring at local bus stops.

XI. *Executive Session*

1. A motion to convene into Executive Session was made by Ms. Sabo, seconded by Ms. Sigley-Grossman and unanimously approved.

XII. *Adjournment*

A motion to adjourn the meeting was made by Mr. Gallagher, seconded by Ms. Sigley-Grossman, and unanimously approved at 7:35 P.M.

Janear D Hankerson
Board Secretary

The next meeting is scheduled for February 27, 2018 at 6:00 P.M.