



**BOARD OF DIRECTORS**  
**Meeting Minutes**

Dr. Thomas Lubben	Founder
Angela Sigley Grossman	Professor
Casey Gallagher	Theatre Mgr. Administrator
Rosalee Sabo	Acting Board President
Sally Ann Hanzlik	Educator
Patricia Lenzer	Gymnastics Professional

July 10, 2017

Amy Best	Board Treasurer, Assoc. Professor
Jason Eitner	Executive Director
Nancy Horvat	Principal
Janear Hankerson	Board Secretary
Brandon Leydic	Director of Operations
Mark McKenzie	(Guest) Allentown School Dist.
Tom Taylor	(Guest) Repice and Taylor

**I. Call to Order**

The meeting was called to order at 6:04 p.m. by Mr. Eitner.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Roll Call**

**Present:** Dr. Thomas Lubben, Angela Grossman, Rosalee Sabo, Amy Best, Casey Gallagher, Jason Eitner, Janear Hankerson, Brandon Leydic, Mark Mckenzie

**Absent:** Jackie Vogel, Sally Ann Hanzlik, Patricia Lenzer

**II. Financial Report**

Mark McKenzie presented the financial report.

**Motion:** To approve the Financial Report as presented by Mark McKenzie.  
(Gallagher/Sabo) Motion carried.

**III. Approval of Minutes**

**Motion:** To approve the minutes of the June 12, 2017, Board of Directors meeting. (Sigley Grossman/Best) Motion carried.

**IV. Executive Director's Reports**

**Jason Eitner, Executive Director**

Mr. Eitner provided the following recommendations in the Executive Director report:

**A. Technology**

1. Edwards Business Systems-Updates to AAECs Copier Lease-\$2074.31 per month. (Gallagher/Casey) Motion carried.

**B. Recommendations-Student Services**

No recommendations this month.

**C. Recommendations- Facilities**

1. Penn Valley Chemical-Floor Buffing Machine-\$895
2. Motion to approve the PDE-418 application for the 2017-18 school year. (Sabo/Best) Motion carried.

**D. Recommendations-Policies**

A Memorandum of Agreement between the Allentown Police Department and AAECs was reviewed for information purposes only.

**E. Recommendations-Curriculum**

There were no recommendations this month.

**F. Recommendations-Personnel**

1. Motion to hire Kaitlyn Santanasto at \$25.00 per hour for four (4) hours a day for eleven (11) days for the extended School Year program. (Gallagher/Sabo) Motion carried.
2. Motion to accept, with regret the resignation of Jacqueline Vogel, Principal, effective July 31, 2017. (Gallagher/Sabo) Motion carried.
3. Motion to hire Nancy Horvat as Principal at a 12-month salary of \$85,000 for the 2017/18 school year. (Gallagher/Sabo) Motion carried.
4. Motion to hire Marisell Cortes as the bilingual receptionist at a 12-month salary of \$30,000. (Gallagher/Sabo) Motion carried.

**V. New Business**

- A. Dr. Lubben, TLC Consultant presented a review of the 2016-2017 School Audit.
- B. Mr. Eitner discussed the need for a Board Retreat, and will send out possible dates for the meeting.
- C. Mr. Eitner made a proposal to move the Board of Directors monthly meeting. The Board agreed on a change to move the Board of Directors meetings to the 4th Tuesday of the month.
- D. Mr. Eitner expressed the need staff the finance, personnel and policy committees. The Board stated they would need to see the responsibilities required for each committee.

**VI. Committee Reports – None**

**VII. Old Business - None**

**VIII. Public Comment on Agenda Items – None**

**IX. Public Comments – None**

**X. Executive Session**

The Executive Director has no need for an Executive Session this month.

**XI. Adjournment**

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



*Janear D Hankerson*  
Board Secretary

The next meeting is scheduled for July 10, 2017 at 6:00 p.m.