



BOARD OF DIRECTORS

Meeting Minutes
October 10, 2016

Dr. Thomas Lubben	Founder	Patricia Lenzer	Gymnastics Professional
Brently Groshong	Director of Music	Amy Best	Associate Professor
Sally Ann Hanzlik	Educator	Clifford James	Contractor/Restoration
Angela Sigley Grossman	Professor	Joanna Hughes	Executive Director
Casey Gallagher	Theatre Mgr. Administrator	Jackie Vogel	Principal
Rosalee Sabo	Retired Principal	Dolly Cary	Board Secretary

I. Call to Order

The meeting was called to order at 6:09 p.m. by Brently Groshong.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Present: Brently Groshong, Angela Grossman, Rosalee Sabo, Pat Lenzer, Amy Best, Tom Lubben, Joanna Hughes, Dolly Cary

Absent: Sally Ann Hanzlik, Casey Gallagher, Clifford James, Jackie Vogel

II. Approval of Minutes

Motion: To approve the minutes of the September 12, 2016, Board of Directors meeting.
(Sabo/Best) Motion carried.

III. Executive Session - None

IV. Administrators' Reports

Joanna Hughes, Executive Director

The hot lunch program began October 3. We continue to work on the free and reduced lunch status. Our students are at approximately 98% free status. A discussion ensued regarding having sufficient space in the cafeteria for our students. To accommodate the growing number of students, we currently have 2 lunch periods and every week one grade eats in their classroom. Lunches are being carted down to these students.

We have received Title I and II Grants. Title I was in the amount of \$214,148 and Title II was in the amount of \$28,501. Our loan at QNB Bank, of \$250,000, has been paid off.

Facilities/Operations/Technology – All building systems are working as expected. Traffic flow has increased slightly from last year. We have as many as 7 staff members outside, during student arrival and departure, working together keeping the traffic flowing smoothly.

Phones have been installed in the front lobby, cafeteria and the lower level common area, and additional classrooms. As the phone system is used as a public address system we now have coverage throughout the school.

Jackie Vogel, Principal

All universal screening is complete and data meetings were held by all grade-level teams. Students in need of academic support services in reading were identified. Letters will be sent home and services should begin within the next week. Two academic support teachers started and helped with the kindergarten assessments and have observed students in their classrooms. On the PSSA Score grid, math was a challenge and improvement is a focus for us this year. Teachers have put the math daily 3 structure in place. All grade levels are using GO Math as a resource. We now have 4 members on our school Student Assistant Program (SAP). Our SAP trainer provided in-servicing to our staff and will continue one time a month at no charge.

A Variety Show is scheduled for Wednesday. The students, grades 3-5, went through an audition process and were assessed using a performance rubric. The school participated in "Fill Your Bucket Day". This activity teaches the students how to express kindness and appreciation and how they feel in return by doing good deeds.

V. Financial Report

Allentown School District granted an extension to November to complete the Annual Charter School Report. The Comprehensive Plan is also due in November.

VI. Committee Reports – None

VII. Old Business – None

VIII. Public Comment on Agenda Items – None

IX. New Business

Dr. Tom Lubben, Arts Academy Founder, discussed his role with the Arts Academy. On a 10 year consulting contract with the school, Dr. Lubben guides the Administration and the Board. He visits the school on a weekly basis and attends most Board meetings. He recently performed an overall audit of the school and did a performance evaluation on Ms. Hughes, Executive Director. Both reports will be shared with the Board. On the budget oversight, two issues are budget and enrollment. He is working to get a cash flow budget in place. Dr. Lubben stated that January, February and March are the best times for enrollment and would like to work with Ms. Hughes and Cynthia Mota to develop a strategy for 2017-2018 enrollment and also work on a development plan. Our eventual need is a part time development person.

Dr. Lubben recommended that working committees be established, i.e. Executive, Finance, and Policy. A President, Vice President and Treasurer must be voted in. He also suggested that the nomination of officers of the Board be tabled until all members are present to vote.

Motion: That the nomination of officers of the Board be tabled until all members are present to vote. (Sabo/Best) Motion passed.

X. Public Comments - None

XI. Adjournment

Motion: To adjourn the meeting of the Board of Directors at 7:05 p.m. (Lenzer/Sabo) Motion carried.

The next meeting is scheduled for December 12, 2016 at 6:00 p.m.

Respectfully submitted,

Eleanore M. Cary

Eleanore M. Cary, Board Secretary