



## BOARD OF DIRECTORS

### Meeting Minutes

December 18, 2017

#### 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 6:02 p.m. by Ms. Best.

#### *Flag Salute*

The Pledge of Allegiance was recited.

#### *Roll Call*

**Present:** Ms. Amy Best, Board President; Ms. Angela Sigley Grossman, 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. Mark Mckenzie, Allentown School District; Mr. Daniel Fennick, Board Attorney; Ms. Brianna Fulginiti, Repiece & Taylor and Ms. Rosalee Sabo, Board Vice President, present via telephone conference call.

**Absent:** Ms. Zanetta Groff, Board Member, Mr. Casey Gallagher, Board Treasurer.

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

Ms. Sigley-Grossman recited the AAAECS Mission Statement.

#### III. *Student Spotlight*

Ms. Horvat provided the Board with an update AAAECS Enrichment Classes. Ms. Horvat also shared a video clip of the 5th grade class student adaption of the Nutcracker. Finally, Ms.

Horvat informed the Board of a holiday party that was held specifically for the students who are classified as homeless and read a summary of the event prepared by school Guidance

Counselor Ms. Nicole Thomson.

**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 Ms. Sabo, seconded by Ms. Hanzlik, and unanimously approved.

**VI. *Reports & Announcements***

There were no reports and announcements to report 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 Board with an update on the Vonage equipment that will be delivered after the new year.

**B. Student Services**

1. Ms. Horvat informed the Board that transportation assistance using Uber was organized for a family in need of transportation for medical reasons.

**C. Facilities**

1. Mr. Leydic provided information provided information on possible renovation to the common area on the first floor, which would add another Kindergarten room, and increase enrollment.
2. Mr. Leydic proposed to the Board the installation of permanent sign with original Arts Academy logo.

**D. Policies**

1. Mr. Cavalli stated that he and Mr. Fennick will gather existing policies and prioritize getting a policy manual in place and they will present the policies to the Board for their approval. Mr. Cavalli suggests the policy manual be completed and approved by June.

## **E. Curriculum**

1. Ms. Horvat explained that she would like to share format that was used to develop the new science curriculum with the Board members at the January meeting.

## **F. Personnel**

1. Ms. Hankerson requested Board approval to appoint Nancy Geyer as the Affirmative Action Office.
2. Ms. Hankerson also provided the Board with an update on AAAECS personnel matters which included the anticipated receipt of an FMLA request from one of the Kindergarten teachers; the permission to hire a part time special education instructional support teacher who will also serve as a replacement for the staff on maternity leave.

A motion to approve the personnel items was made by Ms. Hanzlik, seconded by Ms. Sabo and unanimously approved.

## **G. Finance**

1. Ms. Sabo reported that after reviewing the monthly financials, the financial statements were within budgeted parameters, and the finance committee is in the process of working on a budget for the 2018-2019 school year.

## **VIII. Old Business**

There was no old business to report.

## **IX. New Business**

1. The chair will entertain a motion to amend the agenda to discuss and act on the proposed agreement with Allentown School District to terminate the business services agreement.

Motion made by Ms. Grossman, seconded by Ms. Sabo, and unanimously approved.

2. Move to approve the proposed agreement with Allentown School District to terminate the business services agreement, and to authorize Aldo Cavalli to execute the agreement on behalf of the Board upon receipt of an approved agreement by the Allentown School District Board.

Motion made by Ms. Sabo, seconded by Ms. Grossman, and unanimously approved.

3. Move to approve the revised agreement with Repice and Taylor for the provision of business services, contingent upon the termination of the Business Services Agreement with Allentown School District. Aldo Cavalli is authorized to execute the agreement upon notice that the Allentown School District has approved the proposed agreement which terminates the Business Services Agreement.

Motion made by Ms. Grossman, seconded by Ms. Hanzlik, and unanimously approved.

**X. *Public Comment***

There were no public comments.

**XI. *Executive Session***

1. A motion to convene into Executive Session was made by Ms. Hanzlik, seconded by Ms. Grossman and unanimously approved.
2. A motion to adjourn Executive Session and return to regular session was made by Ms. Hanzlik, seconded by Ms. Grossman and unanimously approved.

**XII. *Adjournment***

A motion to adjourn the meeting was made by Ms. Sabo, seconded by Ms. Grossman, and unanimously approved at 7:00 P.M.

*Janear D Hankerson*  
Board Secretary

The next meeting is scheduled for January 23, 2018 at 6:00 P.M.