

Board of Trustees Meeting Minutes

August 22 , 2022 – 6:30 pm



<https://zoom.us/j/5926642005?pwd=dIQwSHdNWmtQWnlvQ2VMUEt2MGx6dz09>

Dial In: 929-205-6099

Meeting ID: 981 1949 1580

Password: 590210719

The Board of Trustees met in Executive Session prior to this meeting to discuss Charter School business which, if conducted in public, would lead to the disclosure of information or confidentiality protected by law.

1. Meeting Opening

A. Call to order

The public meeting was called to order at 6:31 PM on August 22, and adjourned at 1:37 pm on October 22, 2022 by the Chair of the Board of Trustees, Ms. Bonnie M. Schaefer.

B. Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

C. Roll Call

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis		x	
Mr. Victor D. Valentine, Sr.	x		

D. Adoption of the Agenda

Be it resolved that the Board adopts the agenda.

MM: C. Schwartz SM: V. Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

2. Public Comment (Agenda Items Only)

3. Reports to the Board

A. Finance, IT, & OPS (Jason Billups, Chief Financial Officer)

B. Teaching, Learning, and Family Support (Dr. Shaikha BuAli, Chief Academic Officer)

C. Human Resources, Marketing, and Enrollment (Sherri Tate, Chief Human Resources & Marketing Officer)

D. Public Affairs & Accountability (Doug Wessels, Chief Public Affairs & Accountability Officer)

E. Director of Diversity, Equity and Inclusion (Vicki Andrews-Gilmore)

F. Sr. EVP's report (Dr. Debra Heath-Thornton, Sr. Executive Vice President)

4. Governance Committee

A. Approval of Previous Meeting Minutes

Be it resolved that the Board of Trustees hereby approves the minutes from the following Board of Trustees Meeting: June 27, 2022.

MM: C. Schwartz SM: V. Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

B. Approval of Bylaws

Be it resolved that the Board of Trustees hereby accepts the Bylaws as written.

MM: B. Sachelieben SM: V. Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

C. Approval of Policies

Be it resolved that the Board of Trustees hereby approves the revisions for the following bylaws and policies:

MM: V. Valentine SM: C. Schwartz Action: 4-0

- 1103 - Board of Trustees Background Checks & Clearances
- 1110 - Public Participation in Board Meetings
- 2010 - Service Animal Policy
- 2145 - PAVCS Consequences for Students Convicted or Adjudicated Delinquent of Sexual Assault Policy
- 2702 - Section 504 Policy
- 3201 - Acceptable Use & Internet Safety Policy
- 3202 - Improper, Negligent or Willful Damage to Computer, Printer, Monitor and or other School Property
- 3203 - Remote Access and Monitoring of School-Issued Technology Policy
- 4101 Mandated Reporter Policy

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

D. Motion to pass the Dual Enrollment Agreements with Institutions of Higher Education Policy

Be it resolved that the Board of Trustees hereby approves the Dual Enrollment Agreements with Institutions of Higher Education policy.

MM: C. Schwartz SM: B. Sachleben Action: 4-0

- Dual Enrollment Agreements with Institutions of Higher Education policy

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

E. Approval of Charter School Annual Report and TSI Title 1 School Plan 2022-2023

Be it resolved that the Board of Trustees hereby approves the Charter School Annual Report and the submission of the TSI Title 1 School Plan 2022-2023.

MM: V. Valentine SM: C. Schwartz Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

F. Election of Officers

Be it resolved that the Board of Trustees hereby elects the following as Officers for the PA Virtual Board of Trustees for the 2022-2023 school year.

MM: B. Sachleben SM: V. Valentine Action: 4-0

Board Member	Officer Position
Ms. Bonnie M. Schaefer	Chair
Ms. Brenda Sachleben	Vice-Chair
Ms. Sophia Lewis	Secretary
Mr. Victor Valentine, Sr.	Treasurer

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

G. Approval of Committee Membership

Be it resolved that the Board of Trustees hereby approves the following committee structure and membership for the 2022-2023 school year.

MM: C. Schwartz SM: B. Sachleben Action: 4-0

Committee	Chair	Member(s)
Finance	Victor Valentine	Dr. Debra Heath-Thornton; Jason Billups
Governance and Nominating	Bonnie M. Shaefer	Dr. Debra Heath-Thornton Brenda Sachleben
Human Resources	Sophia Lewis	Dr. Debra Heath-Thornton Carl Swartz

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

H. Ratification of signature authority in the Education Names and Addresses (EdNA) System

Be it resolved that the Board of Trustees hereby grants signature authority for Security Administrators in EdNA to the following people.

Dr. David Weitzel, Chief Executive Officer
 Dr. Debra Heath-Thornton, Sr. Executive Vice President
 Dr. Shaikha BuAli, Chief Academic Officer
 Mr. Steven Schutt, Principal K-4
 Mr. Richard Verga, Principal 5-8
 Ms. Laura Ashfari, Principal 9-12
 MM: C. Schwartz SM: V. Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

5. Finance Committee

A. Approval of Financial Statements

Be it resolved that the Board of Trustees hereby approves the Financial Statements through **June 30, 2022**.

MM: V. Valentine SM: C. Schwartz Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

B. Approval of Annual Report as Required by the Pennsylvania Nonprofit Corporation Law

Be it resolved that the Board of Trustees hereby accepts the Annual Report as required by the Pennsylvania Nonprofit Corporation Law.

MM: B. Sachleben SM: C.Schwartz Action: 4-0

Name	Yes	No	N/A
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Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

6. Human Resources Committee

A. Approval of Personnel Report

Be it resolved that the Board of Trustees hereby approves the Personnel Report denoting all changes in personnel from June 22, 2022 to August 10, 2022.

MM: C. Schwartz SM: V. Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

B. Staff Recognition

Be it resolved that the Board of Trustees hereby acknowledges the following team members for these accomplishments:

1. Dr. Mindy Byham, Ph.D. will speak at the Pennsylvania Coalition of Public Charter Schools Annual Conference in September. She will present on how trauma impacts learning and what school staff can do to improve outcomes.

MM: V. Valentine SM: C. Schwartz Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x

Mr. Victor Valentine	x		
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7. Other Action Items

A. Approval of the Resolution to Execute Settlement Agreement

Be it resolved that the Board of Trustees hereby approves and agrees to execute the Settlement Agreement; regarding Bargaining Unit Member discipline, that is entered into by and between the PA Virtual Charter School, the PA Virtual Education Association and an instructional staff member to fully and completely resolve the Arbitration scheduled for June 20, 2022

MM: C. Schwartz SM: B.Sachleben Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

8.. Public Comment (Topic related to PA Virtual Operations)

9. Closing of Meeting

A. Motion to recess this meeting until future appointed time to review policies still under review.

Be it resolved that the Board of Trustees hereby approves and agrees to reconvene this meeting until future appointed time to review policies still under review.

MM: B. Sachleben SM: C. Schwartz Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

1. Motion to amend the agenda to elect Sophia Lewis and Bonnie Schaefer to start new terms on the Board of Trustees.

Be it resolved that the Board of Trustees hereby approves the motion to amend the agenda to elect Sophia Lewis and Bonnie Schaefer to start new terms on the Board of Trustees effective

MM: C. Schwartz SM: V.Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

2. Motion to elect Sophia Lewis and Bonnie Schaefer to start new terms on the Board of Trustees.

Be it resolved that the Board of Trustees hereby adopts the motion to elect Sophia Lewis and Bonnie Schaefer to start new terms on the Board of Trustees.

MM: C. Schwartz SM: B. Sachleben Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		

3. Oath of Office administered to Ms. Bonnie M. Schaefer

B. Next Meeting - Public Meeting is being held on October 22, 2022 at 1:30 .

C. Recessed at 8:26 pm on August 22,2022

Adjournment Time: 1:37 PM October 22, 2022.

MM: C. Schwartz SM: V.Valentine Action: 4-0

Name	Yes	No	N/A
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Mr. Carl Schwartz	x		
Ms. Sophia Lewis			x
Mr. Victor Valentine	x		



Sophia Lewis, Secretary