



Board of Trustees Meeting Minutes April 25 2026 - 1:30 pm

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

Dial In: 929-205-6099 Meeting ID: 592 664 2005 Password:pavirtual

1. Meeting Opening

A. Call to order

The meeting was called to order at 12:33 pm by Chair Carl W. Schwartz.

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
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor D. Valentine, Sr.		x	

D. Adoption of the Agenda

Be it resolved that the Board adopts the agenda.

MM: Stephanie Hamel SM: Brenda Sacheleben Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		

Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

2. Public Comment (Agenda Items Only)

3. Reports to the Board

A. Finance, IT, & OPS (Melissa Paris, 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. CEO's Report (Dr. Debra Heath-Thornton, Chief Executive Officer)

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: March 06, 2026.

MM: Brenda Sacheleben SM:Stephanie Hamel Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

B. Approval of Policies

Be it resolved that the Board of Trustees hereby approves the following revised policies:

MM: Ruth Browser SM: Rhiana Rahman Action: 6-0

- 2009- Religious Beliefs and Customs and Exemption From Instruction Policy
- 2401- Special Education Policy

- 2406- Disciplinary Exclusions of Special Education Students Policy
- 2703- Homeless Student Policy
- 3020- Travel Reimbursement- Uniform Grant Guidance
- 4113- Employee Leave of Absence Policy

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	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 February 28, 2026.

MM: Ariel Castillo SM: Ruth Bowser Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

B. Approval of the Posting of the 2026-2027 Proposed Budget

Be it resolved that the Board of Trustees hereby approves of the posting of the 2026-2027 proposed budget for public review, inspection, and comment.

MM: Ariel Castillo SM: Brenda Sachleben Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		

Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

C. Approval of Motion to approve staff adjustment in pay

Be it resolved that the Board of Trustees hereby approves an increase in pay for non-teaching staff.

MM: Riana Rhaman Ariel Castillo SM: Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	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 February 01, 2026 through March 31, 2026.

MM: Stephanie Hamel SM: Brenda Sacheleben Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

7. Other Action Items

A. Approval to authorize the settlement of the claim below, further authorizes its officers to sign and then direct legal counsel.

The Board hereby resolves to authorize the settlement of the claim below, further authorizes its officers to sign and then direct legal counsel to take the necessary steps to effectuate the settlement in the following matter:

**Hamburg Area School District v. PA Virtual Charter School
2012-2013 School Year**

Docket No. BBFM 12-2025-04_Claim Amount \$2,107.25

MM: Stephanie Hamel SM: Ariel Castillo Action: 6-0

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Victor Valentine			x

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

9. Closing of Meeting

A. Next Meeting - Public Meeting is being held on June 22, 2026 at 6:30 p.m.

B. Motion to adjourn:

Be it resolved that the Board of Trustees hereby accepts the motion to adjourn the meeting at this time.

MM: Stephanie Hamel SM: Riana Rahman Action: 6-0

Name	Yes	No	N/A
Mr. Carl Schwartz	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Ms. Stephanie Hamel	x		
Mr. Ariel Castillo	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine			x

Adjournment Time: 2:15 pm

Ariel Castillo

Ariel Castillo, Secretary

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