Board of Trustees Meeting Agenda
October 17, 2026 – 1:30 pm

https://zoom.us/j/5926642005?pwd=dlQwSHdNWmtQWnIvQ2VMUEt2MGx6dz09

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

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

1. **Meeting Opening**

A. Call to order

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	Arrival After Call to Order
Mr. Carl Schwartz			
Ms. Brenda Sachleben			
Ms Ruth Bowser			
Mr. Ariel Castillo			
Ms Stephanie Hamel			
Ms. Riana Rahman			
Mr. Victor D. Valentine, Sr.			

D. Adoption of the Agenda
Be it resolved that the Board adopts the agenda.
MM: SM: Action:

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

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

2. Public Comment (Agenda Items Only)

3. Reports to the Board

A. Finance, IT, & OPS (Melissa Paris, Chief Financial & Operations Officer)

B. Teaching, Learning, and Family Support (Dr. Shaika 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 (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: August 24, 2026.

MM: SM: Action:

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

B. Approval of Policies

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

MM: SM: Action:

- #2003- Attendance Policy
- #2404- Independent Educational Evaluations Policy
- #2410- Access to Instructional Materials in Alternative or Specialized Formats Policy

- #2520- Prohibition of Dual Enrollment in Public Schools and Nonpublic Schools Policy
- #2602- State Assessment Policy
- #3005- Accounts Payable Policy
- #4114- Outside Employment Policy

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

C. Acceptance of the revised 2025-26 Health and Safety Plan

Be it resolved that the Board of Trustees hereby accepts the revised 2025-26 School Health & Safety which adds a Vaccine Preventable Disease Outbreak Response section addressing measles, issued in response to joint guidance from the Pennsylvania Departments of Health and Education dated August 19, 2026. This plan was reviewed in Executive Session as permitted by law.

MM: SM: Action:

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

5. Finance Committee

A. Approval of Financial Statements

Be it resolved that the Board of Trustees hereby approves the Financial Statements through August 31, 2026.

MM: SM: Action:

Name	Yes	No	Abstain or Recuse
Mr. Carl Schwartz			

Ms. Brenda Sachleben			
Ms. Ruth Bowser			
Mr. Ariel Castillo			
Ms. Stephanie Hamel			
Ms. Riana Rahman			
Mr. Victor Valentine			

B. Approval of the Nonprofit Annual report

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

MM: SM: Action:

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

C. Approve the resubmission of the Consolidated Federal Grant Agreement

Be it resolved that the Board of Trustees hereby accepts the resolution to resubmit the Consolidated Federal Grant Agreement.

MM: SM: Action:

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

D. Approval to Retain Barbacane Thornton and Company LLP

Be it resolved that the Board of Trustees hereby approves the engagement of Barbacane Thornton & Company to perform the schools 2026-27 audit and AFR.

MM: SM: Action:

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

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 August 12th through October 01, 2026.

MM: SM: Action:

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

7. Other Action Items

A. Approval to authorize the settlement agreement and Mutual Release of Claims between PA Virtual Charter School and Chambersburg Area School District

Be it resolved that the Board of Trustees hereby approves theMotion that the Board of Trustees approve the Settlement Agreement and Mutual Release of Claims between PA Virtual Charter School and Chambersburg Area School District in PDE Docket No. 363-264, providing for payment of $15,000 to PA Virtual, and authorize the appropriate School representatives and legal counsel to execute the Agreement and take all necessary steps to effectuate the settlement and dismissal of the matter upon receipt of payment.

MM: SM: Action:

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

Ms. Ruth Bowser			
Mr. Ariel Castillo			
Ms. Stephanie Hamel			
Ms. Riana Rahman			
Mr. Victor Valentine			

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

9. Closing of Meeting

A. Next Meeting - Public Meeting is being held on December 14, 2026 at 6:30 p.m.

B. Adjournment Time:

Motion to adjourn meeting

Be it resolved that the Board of Trustees hereby approves the motion to adjourn.

MM: SM: Action:

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

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Ariel Castillo, Secretary