

# Board of Trustees Meeting Minutes

## June 23 , 2025 – 6:30 pm



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

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

The Board met in Executive Session as allowed by law to discuss legal issues that we are permitted to do so by law.

### 1. Meeting Opening

#### A. Call to order

The public meeting will be called to order at 6:43 PM 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	Arrival After Call to Order
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Ms Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	x		
Mr. Victor D. Valentine, Sr.	x		

#### D. Adoption of the Agenda

Be it resolved that the Board adopts the agenda.

MM: Carl Schwartz SM:Stephanie Hamel Action: 8-0

Name	Yes	No	Abstain or Recuse
Ms. Bonnie M. Schaefer	x		

Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	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. Engagement** (Vicki Andrews, Chief Engagement Officer)

**C. Teaching, Learning, and Family Support** (Dr. Shaika BuAli, Chief Academic Officer)

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

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

**F. CEO** (Dr. Debra Heath-Thornton, Chief Executive Officer)

### 4. Governance and Operations

#### 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: April 26, 2025.

MM: Carl Schwartz    SM: Brenda Sachleben    Action: 8-0

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

#### B. Approval of Policies

Be it resolved that the Board of Trustees hereby approves the reviews and revisions as specified in the attached document for the following policies:

- 1110- Public Participation in Board Meetings
- 2301- Early Graduation Policy
- 2302- Graduation & Dropout Rates Policy
- 4110- Student Teachers/Interns Policy
- 4111- Employee Relocation Policy
- 4112- Employee Immigration Policy

MM: Carl Schwartz SM: Victor Valentine Action:

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

### C. Acceptance of the 2024-25 School Safety and Security Coordinator Report

Be it resolved that the Board of Trustees hereby accepts the 2024-25 School Safety and Security Coordinator Report and was reviewed in Executive Session as permitted by law.

MM: Stephanie Hamel SM: Ruth Bowser Action: 8-0

Name	Yes	No	Abstain or Recuse
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	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 May 31, 2025.

MM: Victor Valentine SM: Stephanie Hamel Action: 8-0

Name	Yes	No	Abstain or Recuse
------	-----	----	-------------------

Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		

#### **B. Adoption of FY 2025-26 final budget**

Be it resolved that the Board of Trustees hereby adopts the FY 2025-2026 final budget.

MM: Victor Valentine SM: Brenda Sachleben Action: 8-0

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain or Recuse</b>
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	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 personnel actions from April 05, 2025 to June 10, 2025.

MM: Brenda Sacheleben SM: Ruth Bowser Action: 8-0

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain or Recuse</b>
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		
Ms. Ruth Bowser	x		
Mr. Ariel Castillo	x		
Ms. Stephanie Hamel	x		
Ms. Riana Rahman	x		
Mr. Carl Schwartz	x		
Mr. Victor Valentine	x		

## 7. Other Action Items

### A. Resignation of Board Chair

Be it resolved that the Board of Trustees hereby accepts the resignation of Ms. Bonnie M. Schaefer effective June 24, 2025. The Board thanks her for her 23 years of service.

MM: Carl Schwartz SM: Brenda Sacheleben Action: 8-0

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

### B. Nomination of Board Officers and Committee Members

Be it resolved that the Board of Trustees nominates the Officers of the Board with Committee assignments as follows, for the 2025 - 2026 school year, effective June 24, 2025.

MM: Victor Valentine SM: Brenda Sachleben Action: 8-0

Name	Office	Committee
Carl Schwartz	Chair	Governance & Nominating
Brenda Sachleben	Vice Chair	Governance & Nominating
Ariel Castillo	Secretary	Finance
Victor Valentine	Treasurer	Finance
Ruth Bowser	Member	Human Resources
Stephanie Hamel	Member	Human Resources
Riana Rahman	Member	Governance & Nominating

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

Mr. Victor Valentine	x		
----------------------	---	--	--

### C. Motion to elect nominated Board Officers and Committee Members

Be it resolved that the Board of Trustees elects the Officers of the Board with Committee assignments below for the 2025 - 2026 school year, effective June 24, 2025.

MM: Victor Valentine SM: Ruth Bowser Action: 8-0

Name	Office	Committee
Carl Schwartz	Chair	Governance & Nominating
Brenda Sachleben	Vice Chair	Governance & Nominating
Ariel Castillo	Secretary	Finance
Victor Valentine	Treasurer	Finance
Ruth Bowser	Member	Human Resources
Stephanie Hamel	Member	Human Resources
Riana Rahman	Member	Governance & Nominating

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

## 8. Settlements and Withdrawals

**A.** The Board of Trustees hereby approves the settlements and withdrawals as warranted for the matters with various school districts as identified on the designated schedule and further authorizes the Chief Executive Officer to execute all necessary documents and further instructs and authorizes legal counsel to effectuate the settlements and dismissals.

### B. Motion to table this motion

The Board of Trustees hereby approves the motion to table this action until further needed.

MM: Carl Schwartz SM: Stephanie Hamel Action: 8-0

Name	Yes	No	Abstain or Recuse
Ms. Bonnie M. Schaefer	x		
Ms. Brenda Sachleben	x		

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

## 9. Public Comment (Topic related to PA Virtual Operations)

## 10. Closing of Meeting

**A. Next Meeting - Public Meeting is being held on August 25, 2025 at 6:30 p.m.**

## **B. Adjournment Time: 8:11 PM**

Motion to adjourn meeting

MM: SM: Action:

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




---

Carl W. Schwartz, Secretary

Title	Approved BoT_Minutes 23Jun25
File name	__DRAFT_BOT__Mee...nutes_23Jun25.pdf
Document ID	7435b531004ef794a356a4135e4415a520ac1483
Audit trail date format	MM / DD / YYYY
Status	● Signed

## Document History



SENT

**08 / 26 / 2025**

18:21:46 UTC

Sent for signature to Carl W. (schwarcw@westinghouse.com)  
from jpufko@pavcsk12.org  
IP: 100.34.245.234



VIEWED

**08 / 27 / 2025**

04:26:22 UTC

Viewed by Carl W. (schwarcw@westinghouse.com)  
IP: 208.114.63.4



SIGNED

**08 / 27 / 2025**

04:26:35 UTC

Signed by Carl W. (schwarcw@westinghouse.com)  
IP: 208.114.63.4



COMPLETED

**08 / 27 / 2025**

04:26:35 UTC

The document has been completed.