



**Board of Trustees
Meeting Minutes
September 26th, 2016 – 6:30 p.m.**

via Blackboard Collaborate Link:

<https://sas.illuminate.com/m.jnlp?sid=1164&password=M.24E324CAA866EA04EBC9115739BF42>

Call in number: 1-866-398-2885 Passcode: 252501#

1. Call to order

The meeting was called to order at: 6:35pm

By moderator: Bonnie Schaefer

2. Roll Call

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie Schaefer	x		
Ms. Sophia Lewis	x		
Ms. Brenda Sachleben	x		
Mr. Victor D. Valentine, Sr.	x		
Dr. Debra Heath-Thornton	x		

3. Be it resolved that the Board adopts the agenda.

MM: Debra Heath-Thorton SM: Victor Valentine, Sr. Action: pass 5-0

Bonnie Schaefer - yes

Sophia Lewis – yes

Brenda Sachleben – yes

Victor Valentine Sr. – yes

Debra Heath-Thornton - yes

4. Reports to the Board

- A. State of the School (Dr. John Chandler, Chief Executive Officer)
- B. Finance (Dr. Jose Parrilla, Chief Financial Officer & Chief Process Officer)
- C. Academics and Family Support (Dr. Kahlila Lee, Chief of Academics & Student Services)
- D. Institutional Advancement (Jason Billups, Executive Director of Institutional Advancement)
- E. Human Resources (Sherri Tate, Executive Director of Human Resources)

5. Public Comment (Topic related to Action Items Only) – no comments

6. Committee Updates and Action Items

A. Governance Committee

I. Minutes of Previous Meeting (ES# 1617-26-09-1)

Be it resolved that the Board approves the minutes from the following Board of Trustees meeting: **July 16, 2016**

MM: Debra Heath-Thornton SM: Sophia Lewis Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton - yes

II. Committee Structure and Membership

Be it resolved that the Board approves the following committee structure and membership for the 2016-2017 school year:

Governance Committee: Bonnie Schaefer (voting member), Brenda Sachleben (voting member), Jose Parrilla (non-voting member), and John Chandler (non-voting member)

Academic/Student Affairs Committee: Bonnie Schaefer (voting member), Brenda Sachleben (voting member), Kahlila Lee (non-voting member), and John Chandler (non-voting member)

Finance Committee: Victor Valentine (voting member), Jose Parrilla (non-voting member), and John Chandler (voting member)

Human Resource Committee: Sophia Lewis (voting member), Debra Heath-Thornton (voting member), Sherri Tate (non-voting member), and John Chandler (non-voting member)

Nominating Committee: Bonnie Schaefer (voting member), Brenda Sachleben (voting member), Jason Billups (non-voting member) and John Chandler (non-voting member)

MM: Sophia Lewis SM: Brenda Sachleben Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton - yes

III. Board Policies

Be it resolved that the Board hereby approves the following revised Board policies.

- a. Annual FERPA
- b. Annual Special Education Notice

c. Child Find Notice

MM: Victor Valentine SM: Sophia Lewis Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton - yes

B. Finance Committee

I. Financial Statements

Be it resolved that the Board approves the Financial Statements through August 2016

MM: Victor Valentine SM: Brenda Sachleben Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton - yes

II. Confidential Settlement Agreement and Release – File No. 442-16

Be it resolved that the Board of Trustees hereby approves the proposed terms of the Confidential Settlement Agreement and Release in the matter of File No. 442-16 pending legal review.

MM: Brenda Sachleben SM: Victor Valentine Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton – yes

III. Confidential Trust Agreement – File No. 442-16

Be it resolved that the Board of Trustees hereby approves the proposed terms of the Confidential Trust Agreement in the matter of File No. 442-16 pending legal review.

MM: Debra Heth-Thornton SM: Victor Valentine Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton – yes

C. Personnel Committee

Be it resolved that the Board approves the Personnel Report denoting all changes in personnel beginning **April 1, 2016 – August 31, 2016**

MM: Sophia Lewis SM: Debra Heath-Thornton Action: pass 5-0

Bonnie Schaefer - yes
Sophia Lewis – yes
Brenda Sachleben – yes
Victor Valentine Sr. – yes
Debra Heath-Thornton – yes

7. Public Comment (Topic related to PA Virtual Operations) – no comments

8. Executive Session – held over to October 12, 2016

The Executive Session Continuation Meeting was called to order at: 6:35pm on Oct. 12th
By moderator: Bonnie Schaefer

Roll Call – Executive Session, October 12, 2016

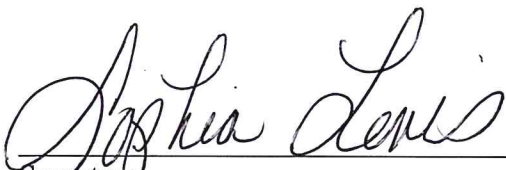
Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie Schaefer	x		
Ms. Sophia Lewis		x	
Ms. Brenda Sachleben	x		
Mr. Victor D. Valentine, Sr.	x		
Dr. Debra Heath-Thornton	x		

Motion to Move into Executive Session:

MM: Debra Heath-Thorton SM: Victor Valentine Action: pass 4:0

9. Adjournment Time – 7:00pm

MM: _____ SM: _____ Action: _____


Secretary