



Board of Trustees
Meeting Agenda
January 25, 2016 - 6:30pm

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 6:36pm
 By moderator Bonnie Schaefer

2. Roll Call

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie Schaefer	X		
Mrs. Brenda Sachleben	X		
Ms. Sophia Lewis	X		6:45pm
Mr. Victor D. Valentine, Sr.	X		6:41pm
Dr. Debra Heath-Thornton	X		

3. Board Meeting Agenda

Be it resolved that the Board adopts the Meeting Agenda dated January 26, 2016.

MM: Brenda Sachleben SM: Debra Heath-Thornton Action: 5-0 Motion carries

- Ms. Bonnie Schaefer - yes**
- Ms. Sophia Lewis - yes**
- Ms. Brenda Sachleben - yes**
- Mr. Victor D. Valentine, Sr. – yes**
- Ms. Debra Heath-Thornton - yes**

4. Reports to the Board

- a. State of the School (Dr. Joanne Barnett, Chief Executive Officer)
- b. Finance (Jose Parrilla, Chief Financial Officer)
- c. Teaching, Learning and Family Support (Dr. Kahlila Lee, Dean of Teaching, Learning and Family Support)
- d. Institutional Advancement (Jason Billups, Executive Director of Institutional Advancement)
- e. Human Resources (Sherri Tate, Executive Director of Human Resources)
- f. Auditor’s Reports to the Board- Pam Baker, Barbacane, Thornton & Company

5. Public Comment (Topic related to Action Items Only) – No Public Comments

6. Board of Trustees Executive Session

On December 8, 2015, December 12, 2015, December 19, 2015 and January 25, 2016, the board meet to discuss personnel matters.

Be it resolved that the Board approves the amended Board Agenda to include the amended resolution passed on December 18, 2015 for the COLA increase.

MM: Sophia Lewis SM: Victor Valentine Action: 5-0 Motion Carries

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes

WHEREAS, this 25th day of January 2016, the Board of Trustees hereby resolves to provide a Cost of Living Adjustment (COLA) at a rate of one and one-half percent (1 ½%) to all employees, to the extent not already received, for the 2015-2016 school year, provided that each employee meets all of the following conditions:

(a) the employee worked during the 2014-2015 school year; and

(b) the employee worked prior to January 1, 2015; and

(c) the employee would have been eligible to receive COLA upon their return to work during the 2015-2016 school year.

7. Committee Updates and Action Items

a. Governance Committee

i. Minutes of Previous Meeting (ES# 1516-25-01-1)

Be it resolved that the Board approves the minutes from the following Board of Trustees meeting: **December 18, 2015.**

MM: Brenda Sachleben SM: Sophia Lewis Action: 5-0 Motion Carries

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes

ii. Committee Membership (ES# 1516-25-01-4)

Be it resolved that the Board approves Dr. Debra Heath-Thornton to be added as a member of the Personnel Committee for the 2015-2016 school year:

MM: Sophia Lewis SM: Victor Valentine Action: 5-0 Motion Carries

**Ms. Bonnie Schaefer - yes
Ms. Sophia Lewis - yes
Ms. Brenda Sachleben - yes
Mr. Victor D. Valentine, Sr. – yes
Ms. Debra Heath-Thornton - yes**

b. Finance Committee

i. Financial Statements (ES# 1516-25-01-2)

Be it resolved that the Board approves the Financial Statements from **November 30, 2015.**

MM: Victor Valentine SM: Brenda Sachleben Action: 5-0 Motion Carries

**Ms. Bonnie Schaefer - yes
Ms. Sophia Lewis - yes
Ms. Brenda Sachleben - yes
Mr. Victor D. Valentine, Sr. – yes
Ms. Debra Heath-Thornton - yes**

c. Personnel Committee

i. Personnel Report (ES# 1516-25-01-3)

Be it resolved that the Board approves the Personnel Report denoting all changes in personnel beginning **November 1, 2015 – December 31, 2015.**

MM: Brenda Sachleben SM: Debra Heath-Thornton Action: Ms. Bonnie Schaefer - yes

**Ms. Sophia Lewis - yes
Ms. Brenda Sachleben - yes
Mr. Victor D. Valentine, Sr. – yes
Ms. Debra Heath-Thornton - yes**

8. Public Comment (Topic related to PA Virtual Operations) There were no public comments

Be it resolved that the Board approves the motion to recess this meeting until February 1, 2016

MM: Brenda Sachleben SM: Sophia Lewis Action: 5-0 Motion Carries

**Ms. Bonnie Schaefer - yes
Ms. Sophia Lewis - yes
Ms. Brenda Sachleben - yes
Mr. Victor D. Valentine, Sr. – yes
Ms. Debra Heath-Thornton - yes**

Board of Trustees

Special Call Meeting Agenda Continuation of the January 26th, 2016 Meeting February 1, 2016 - 6:30pm

via Blackboard Collaborate Link:

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

9. Call to Order

The meeting was called to order at 7:47pm
By moderator Bonnie Schaefer

10. Roll Call

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

11. Board Meeting Agenda

Be it resolved that the Board adopts the Meeting Agenda dated February 1, 2016.

MM: Debra Heath-Thornton SM: Brenda Sachleben Action: 5-0 Motion Carries

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes

12. Committee Updates and Action Items

i. **Finance Committee**

ii. **Confidential Settlement Agreement and Release 811-14 (ES# 1516-01-02-1)**

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. 811-14.

MM: Victor Valentine SM: Brenda Sachleben Action: 5-0 Motion Carries

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes

ii. **Personnel Committee**

a. **Chief Executive Officer Employment Agreement (ES# 1516-01-02-2)**

BE IT RESOLVED, by the Board of Trustees and it is hereby resolved by the authority of the same as follows:

The Board of Trustees of PA Virtual Charter School hereby approves the terms of the Employment Agreement with Dr. John Chandler subject to legal review. Furthermore, the Board of Trustees directs Bonnie Schaefer, President of the PA Virtual Charter School Board of Trustees, and Sophia Lewis, Board Secretary, to execute the final Employment Agreement with Dr. John Chandler on behalf of PA Virtual Charter School and to take all action necessary to facilitate PA Virtual Charter School's compliance with the terms of the Employment Agreement.

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

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes

13. Adjournment Time: 7:57pm

MM: Brenda Sachleben SM: Victor Valentine Action: 5-0 Motion Carries

Ms. Bonnie Schaefer - yes

Ms. Sophia Lewis - yes

Ms. Brenda Sachleben - yes

Mr. Victor D. Valentine, Sr. – yes

Ms. Debra Heath-Thornton - yes