



Board of Trustees
Meeting Agenda - Minutes
June 27, 2016 – 6:30p.m.

via Blackboard Collaborate Link:

<https://sas.elluminate.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 6:44pm
 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. Board Meeting Agenda

Be it resolved that the Board adopts the Meeting Agenda dated June 27, 2016.

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

4. Public Comment (Topic related to Action Items Only)

5. Committee Updates and Action Items

a. Governance Committee

i. Minutes of Previous Meeting (ES# 1516-27-06-1)

Be it resolved that the Board approves the Minutes from the following Board of Trustees meeting: **May 23, 2016.**

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

ii. Board Policies (ES# 1516-27-7-2)

1. Federal Fiscal Compliance Policy

Be it resolved that the Board hereby approves the Federal Fiscal Compliance Policy:

MM: Brenda Sachleben SM: Sophia Lewis Action: 3-0 Motion Carries

2. Internal Controls Policy

Be it resolved that the Board hereby approves the Internal Controls Policy:

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

3. Procurement Cards Policy

Be it resolved that the Board hereby approves the Procurement Cards Policy:

MM: Brenda Sachleben SM: Sophia Lewis Action: 3-0 Motion Carries

4. Travel Expense Reimbursement Policy

Be it resolved that the Board hereby approves the Travel Expense Reimbursement Policy:

MM: Brenda Sachleben SM: Sophia Lewis Action: 3-0 Motion Carries

b. Finance Committee

i. Budget SY 2016-2017 (ES# 1516-27-06-2)

Be it resolved that the Board approves the 2016-2017 Budget.

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

ii. Resolution for Change in Bank Account Signatory (ES 1516-27-06-3)

Be it resolved that Bonnie Schaefer, Victor D. Valentine, Sr. and John Chandler are authorized to maintain a deposit account with TD Bank on behalf of PA Virtual Charter School.

The Board further resolves that the Secretary of the Board of Trustees is authorized and directed to execute and deliver to the Bank a Corporate Certificate of Resolution (for Deposit Accounts) on behalf of PA Virtual Charter School.

MM: Brenda Sachleben SM: Sophia Lewis Action: 3-0 Motion Carries

c. Personnel Committee

i. Personnel Report (ES# 1516-27-06-4)

Be it resolved that the Board approves the Employment Agreement for Dr. Jose Parrilla, for the period of July 1, 2016 through June 30, 2017 pending legal review.

MM: Brenda Sachleben SM: Sophia Lewis Action: 3-0 Motion Carries

ii. Personnel Report (ES# 1516-27-06-5)

Be it resolved that the Board approves the Employment Agreement for Dr. Kahlila Lee, for the period of July 1, 2016 through June 30, 2017 pending legal review.

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

iii. Ratification of Merit Pay (ES# 1516-27-06-6)

Be it resolved that the Board ratifies the merit pay for Joanne Barnett and Jose Parrilla.

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries

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

7. Adjournment Time: 6:52pm

MM: Sophia Lewis SM: Brenda Sachleben Action: 3-0 Motion Carries



Secretary