



**Board of Trustees**  
**Meeting Minutes**  
*January 28th – 9:30 am*

via Blackboard Collaborate Link:

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

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

The Board of Trustees met in Executive Session on January 28<sup>th</sup> at 8:30 am to discuss personnel matters.

**i. Call to order**

The meeting was called to order at 9:31am  
By moderator Bonnie Schaefer

**ii. Pledge of Allegiance**

**iii. 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		

**iv. Be it resolved that the Board adopts the agenda.**

MM: BS SM: DH Action: Approved

**a. Amends to the agenda**

- i. Approve the establishment of non-curricular clubs subject to existing policies for co-curricular to the extent applicable, but will not be permitted to fundraise or be entitled funding from the school.

MM: SL SM: DH Action: Approved

- ii. Resolve to waive the non-compete clause existing contract agreement for all administrators and support personnel. At all times the non-solicitation clause will remain in effect.

MM: BS SM: VV Action: Approved

- iii. Board resolves to appoint Jason Fitzpatrick as Title IX Officer.

MM: DH SM: BS Action: Approved

**Amends to the Agenda:** MM: BS SM: DH Action: Approved

**v. 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 (Steve Schutt, Assistant Dean 7-12)
- d. Institutional Advancement (Jason Billups, Executive Director of Institutional Advancement)
- e. Human Resources (Sherri Tate, Executive Director of Human Resources)

**vi. Auditor's Report to the Board – Pam Baker, Barbacane, Thornton & Company**

MM: VV      SM: DH      Action: Approved

**vii. Public Comment (Topic related to Action Items Only)**

**viii. Committee Updates and Action Items**

**a. Governance Committee**

**i. Minutes of Previous Meeting**

Be it resolved that the Board approves the minutes from the following Board of Trustees meeting: **November 28, 2016.**

MM: BS      SM: VV      Action: Approved

**ii. Board Policies**

Be it resolved that the Board approves the following revised Board policies:

MM: BS      SM: DH      Action: Approved

- 1. Scholarship Policy

**b. Finance Committee –**

**i. Financial Statements**

Be it resolved that the Board approves the Financial Statements through December 2016.

MM: DH      SM: BS      Action: Approved

**c. Personnel Committee**

**i. Personnel Report**

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

MM: VV      SM: SL      Action: Approved

**7. Public Comment (Topic related to PA Virtual Operations)**

**8. Adjournment Time: 10:14 am**

MM: DH      SM: BS      Action: Approved

*Stephia Lewis*

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Secretary