



## Board of Trustees Meeting Minutes

May 22, 2017 at 6:30 pm

via Blackboard Collaborate Link:

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

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

### I. Call to order

The meeting was called to order at 6:41 pm  
By moderator Ms. 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		

### IV. Be it resolved that the Board adopts the agenda.

MM: Brenda Sachleben

SM: Victor Valentine

Action: Approved (unanimous)

### V. Board of Trustees Executive Session – 7:34 re-convened

### VI. Reports to the Board

- a. CEO Report (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 K-6, Cheryl Clothier, Assistant Dean 7-12, Jason Fitzpatrick, Assistant Dean of Student Services)
- d. Institutional Advancement (Jason Billups, Executive Director of Institutional Advancement)
  1. Marketing Presentation (Jen Kilpatrick, Director of Marketing and Communications)
- e. Human Resources (Sherri Tate, Executive Director of Human Resources)

### 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: **March 27, 2017**

MM: Sophia Lewis                      SM: Brenda Sachleben                      Action: Approved (unanimous)

**ii. Debra Heath-Thornton - Board Member Resignation**

Be it resolved that the Board accepts the resignation of Debra Heath-Thornton from the PA Virtual Board of Trustees.

MM: Brenda Sachleben                      SM: Victor Valentine                      Action: Approved (unanimous)

**b. Finance Committee**

**i. Financial Statements**

Be it resolved that the Board approves the Financial Statements through April 2017.

MM: Sophia Lewis                      SM: Victor Valentine                      Action: Approved (unanimous)

**ii. Budget**

Be it resolved that the Board approves the posting of the 2017-2018 Budget.

MM: Victor Valentine                      SM: Sophia Lewis                      Action: Approved (unanimous)

Be it resolved that the Board approves amending the agenda to revise the motion to approve the below settlement agreement

MM: Brenda Sachleben                      SM: Sophia Lewis                      Action: Approved (unanimous)

**iii. Settlement Agreement (File No. 637-16)**

Be it resolved that the Board of Trustees hereby approves the terms of the Confidential Settlement Agreement and Release in the matter of Student File No. 637-16.

Furthermore, the Board of Trustees directs the Chief Executive Officer to execute the Confidential Settlement Agreement and Release on behalf of PA Virtual and to take all action necessary to facilitate PA Virtual's compliance with the terms of the Confidential Settlement Agreement and Release.

MM: Sophia Lewis                      SM: Brenda Sachleben                      Action: Approved (unanimous)

**c. Personnel Committee**

**i. Personnel Report**

Be it resolved that the Board approves the Personnel Report denoting all changes in personnel beginning **March 1, 2017 – April 30, 2017**.

MM: Sophia Lewis                      SM: Victor Valentine                      Action: Approved (unanimous)

**d. Academic/Student Affairs Committee**

**i. Proposed Course Change for Career/Graduation Project**

Be it resolved that the Board approves the Course Change for Career/Graduation project.

MM: Sophia Lewis                      SM: Brenda Sachleben                      Action: Approved (unanimous)

**ii. 2017-2018 Academic Calendar**

Be it resolved that the Board approves the 2017-2018 Academic calendar.

MM: Sophia Lewis                      SM: Victor Valentine                      Action: Approved (unanimous)

**iii. 2017-2018 Administrative Calendar**

Be it resolved that the Board approves the 2017-2018 Administrative calendar.

MM: Brenda Sachleben

SM: Sophia Lewis

Action: Approved (unanimous)

**iv. K-12 Contract**

Be it resolved that the Board approves the non-renewal of the K-12 contract.

MM: Victor Valentine

SM: Sophia Lewis

Action: Action (unanimous)

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

**X. Adjournment Time: 9:20 pm**

MM: Sophia Lewis

SM: Victor Valentine

Action: Approved (unanimous)

A handwritten signature in cursive script that reads "Sophia Lewis". The signature is written in black ink and is positioned above a horizontal line.

Secretary