Commonwealth Charter Academy (CCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
October 17, 2018 at 8:30 AM

Held at the following location and via teleconference:

One Innovation Way Harrisburg, PA 17110

I. Call to Order

Mr. Dyer called the meeting to order at 8:31 a.m. when all participants were present and able to hear each other. The Board meeting was open for the public to attend.

II. Roll Call

Board Members Present:	Ralph Dyer, Lil Jackson, Jeff Piccola, Rob Barr, Jen Delaye (In Person); Marcie Mulligan, Michelle Ciora, Cheryl Lozier (via phone).
Guests in Person:	Maurice Flurie, School CEO; Thomas Longenecker, COO; Sharon Pallotta, Christine Hakes, Paulie Zozos, Sandy Emerich, Jennifer Clarke, Joyce Good, Faith Russo, Ryan Baker, Jim Skinner, School Staff; Phil Murren, Katherine Fitzpatrick, Board Counsel; Suby Ross, Marketing Consultant.

III. Executive Session

The Board entered into Executive Session at 8:31 a.m. Executive Session was held to discuss legal matters, personnel matters, proprietary strategies, contractual discussions and Special Education matters.

Action Item e. resulted from Executive Session.

Action Item e. Approval to Authorize CEO to Negotiate a Settlement in Special Education Agreement not to Exceed Amount Discussed During Executive Session.

Executive Session Ended at 10:56 a.m.

The Board entered into Public Session at 11:00 a.m.

IV. Approval of Agenda – R. Dyer

Mr. Dyer informed the Board of the addition of Action Item e. Approval to Authorize CEO to Negotiate a Settlement in Special Education Agreement not to Exceed Amount Discussed During Executive Session to the agenda. Mr. Dyer informed the Board of the amendment of Consent Item c. to include Roberto Datorre as a new hire effective October 18, 2018. Mr. Dyer asked the Board if there were any other changes to be made to the Agenda that had been noticed. There being no further items to discuss, a motion was made by Jeffrey Piccola and seconded by Lil Jackson as follows:

RESOLVED, that the Agenda for the October 17, 2018 meeting of the Commonwealth Charter Academy Board of Directors, as amended is hereby approved.

The motion passed unanimously.

V. Approval of Consent Items – R. Dyer

Mr. Dyer asked the Board if there were any other items from the Consent Items they wanted moved to Action Items for discussion, or tabled. There being no further items to discuss, a motion was made by Lil Jackson and seconded by Rob Barr as follows:

RESOLVED, the Consent Items:

a. Approval of Minutes from September 22, 2018 Board Meeting
b. Approval of Board Payables
c. Approval of Staffing Report

The motion passed unanimously.

VI. Approval of Action Items

a. Approval to Authorize COO to Declare the Midtown Furniture as Surplus and Donate the Furniture to the Comet Foundation.

There being no further discussion, a motion was made by Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, that the approval to authorize COO to declare the Midtown furniture as surplus and donate the furniture to the Comet Foundation is hereby approved.

The motion passed unanimously.

b. Approval of Focus Performance Objectives

There being no further discussion, a motion was made by Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, that the approval of the Focus Performance Objectives is hereby approved.

The motion passed unanimously.

c. Approval of Long Range Plan

There being no further discussion, a motion was made by Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, the approval of the Long Range Plan is hereby approved.

The motion passed unanimously.

d. Approval of Executive Vice President Position Description

The Board discussed the Executive Vice President position.

There being no further discussion a motion was made by Rob Barr and seconded by Jeffrey Piccola as follows:

RESOLVED, the approval of the Executive Vice President position description is hereby approved.

The motion passed unanimously.

e. Approval to Authorize CEO to Negotiate a Settlement Agreement not to Exceed Amount Discussed During Executive Session.

There being no further discussion a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, the approval to authorize CEO to negotiate a settlement agreement not to exceed amount discussed during Executive Session.

The motion passed unanimously.

VII. Oral Reports

a. CEO Report

Dr. Flurie informed the Board of the ongoing discussions with the PA Chamber regarding the possible lease of incubator space at the Capital Campus.

Mr. Dyer added that the PA Chamber incubator space will give us direct access to internships and he recommended a presence at other CCA locations.

Dr. Flurie informed the Board that Sharon Pallotta will send to the Board members any media spots featuring CCA after the Board meeting.

Dr. Flurie informed the Board that a foreign language translation service company is interested in incubator space at CCA.

b. COO Report

i. Facilities Update

Mr. Longenecker reviewed the facility report with the Board members. Mr. Longenecker informed the Board that Pinnacle Health has approved and signed the lease at Midtown and negotiations for Pinnacle Health to lease the first floor at Midtown are currently underway.

Mr. Longenecker informed the Board that the Hotel Hilton will receive its first delivery of aquaponics produce from CCA soon and that CCA's branding will be placed on the Hotel Hilton's menu.

Mr. Longenecker informed the Board that he gave a presentation about CCA's new aquaponics system at Executive Harrisburg's Leadership.

Mr. Longenecker asked Jennifer Clarke to update the Board on CCA enrollment. Jennifer Clarke informed the Board that 9,036 students are currently enrolled with CCA.

ii. Capital Campus Update

Jim Skinner updated the Board on the Capital Campus and Norristown facilities.

iii. LMS Update

Joyce Good updated the Board on the LMS progress and informed the Board that CCA is continuing to monitor the LMS for any potential issues. Joyce Good informed the Board that Andculture is fixing current issues and new committees will form to discuss items needed for the LMS going forward.

c. Financial Reports

Christine Hakes updated the Board on business office activities.

Faith Russo reviewed the revenue and expenditure reports. Ryan Baker reviewed the expenditures and cash schedule and informed the Board that forecasts will be included in the September reports.

VIII. Information Items

Mr. Dyer informed the Board that he and Marcie Mulligan will both attend the 2018 iNACOL conference in October.

IX. Board Member Comments

There were no Board member comments.

X. Adjournment and Next Meeting Date November 14, 2018 at 8:30 AM

Mr. Dyer inquired if there was any other business or discussion. There being no further business or discussion, he noted that the next Board meeting is scheduled for November 14, 2018 starting with an Executive Session. The Board being at the end of its agenda, the meeting was adjourned at 11:21 AM.

Sharon Pallotta, Assistant Secretary