



Commonwealth Charter Academy (CCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
August 15, 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 8:32 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 (in person); Rob Barr, Marcie Mulligan, Michelle Ciora, Jen Delaye (via phone).

Guests in Person: Maurice Flurie, School CEO; 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.

Guests via Phone Christin Sankey

[Cheryl Lozier gave her proxy to Michelle Ciora.]

III. Executive Session

The Board entered into Executive Session at 8:32 a.m. Executive Session was held to discuss Special Education matters, proprietary issues, potential real estate opportunities and enrollment update.

Action Item c. resulted from Executive Session.

Action Item c. Approval of Special Education Settlement in the Amount as Discussed in Executive Session.

Executive Session Ended at 9:06 a.m.

The Board entered into Public Session at 9:08 a.m.

IV. Approval of Agenda – R. Dyer

Mr. Dyer informed the Board of the addition of Action Item c. Approval of Special Education Settlement in the Amount as Discussed in Executive Session to the Agenda. 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. Michelle Ciora objected to the approval of the agenda and asked for Consent Items h and i to be moved to Action Items for discussion. Marcie Mulligan objected to the approval of the agenda and asked for Consent items g, j, and l to be moved to Action Items for discussion. Mr. Dyer asked if there were any other changes to be made to the Agenda. There being no further items to discuss, a motion was made by Michelle Ciora and seconded by Marcie Mulligan as follows:

RESOLVED, that the Agenda for the August 15, 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 Michelle Ciora and seconded by Marcie Mulligan as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from June 13, 2018 Board Meeting
- b. Approval of Board Payables
- c. Approval of Staffing Report
- d. Approval of Board Policy 113.4 (first reading) – Confidentiality of Special Education Student Information
- e. Approval of Board Policy 626 (first reading) – Federal Fiscal Compliance
- f. Approval of Board Policy 138 (second reading) – English as a Second Language Program
- k. Approval of CCA 2018-19 Learner Handbook

The motion passed unanimously.

VI. Approval of Action Items

- a. Approval of Norristown Lease Agreement

Dr. Flurie discussed the Norristown lease agreement with the Board and estimated occupancy the first week of October, 2018. There being no further discussion, a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, that the approval of Norristown Lease agreement is hereby approved.

The motion passed unanimously.

b. Approval of Commercial-Industrial Realty Company (CIR) Agreement and Addendum

Dr. Flurie informed the Board that CIR will help us lease space at Capital Campus. Jeffrey Piccola inquired how CCA chose the Commercial-Industrial Realty Company (CIR). Dr. Flurie informed Jeffrey Piccola that CCA has engaged (CIR) in the past and these experiences have been beneficial.

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

RESOLVED, that the approval of Commercial-Industrial Realty Company (CIR) agreement and addendum are hereby approved.

The motion passed unanimously.

c. Approval of Special Education Settlement in the Amount as Discussed in Executive Session

Mr. Dyer informed the Board of the Special Education settlement discussion during Executive Session. There being no further discussion, a motion was made by Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, the approval of Special Education settlement in the amount as discussed in Executive Session is hereby approved.

The motion passed unanimously.

d. Approval of Moved Consent Items g, j and l

The Board discussed Consent Items g, j and l. ~~Michelle Ciera~~ Marcie Mulligan (Correction made to minutes at 9-22-18 Board meeting) inquired if the HCPAC Productions and Encore! Home School Productions are PDE approved sponsorships. Mr. Murren informed the Board that these sponsorships align with PDE requirements as long as the sponsorships support the advancement of educational purposes. Dr. Flurie further informed the Board that CCA has sponsored these types of sponsorships in the past and they are beneficial as they allow CCA students access to the programs.

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

RESOLVED, the approval of Moved Consent Items g, j and l are hereby approved.

The motion passed unanimously.

e. Approval of Moved Consent Items h and i

The Board discussed consent items h and i. There being no further discussion a motion was made by Lil Jackson and seconded by Jeffrey Piccola. One member (Michelle Ciora) voted against the motion.

RESOLVED, the approval of Moved Consent Items h and i are hereby approved.

The motion passed with 7 votes in the affirmative and 1 dissenting vote.

VII. Oral Reports

a. CEO Report

Dr. Flurie updated the Board on the CCA Family Service Center Summer Fun Fests that were held throughout the state of Pennsylvania. He informed the Board that the Summer Fun Fests are an exciting time to meet CCA families and these events will be scheduled again next summer. He encouraged Board members to attend the events.

Dr. Flurie informed the Board that CCA engaged Yellow Brick Robotics to bring activities to CCA students and kids outside of CCA. The two week event was led by a CCA student who was also part of the CCA Real World Design Challenge. A "thank you" letter was received by the student and will be forwarded to the Board members.

Dr. Flurie informed the Board that scientific researchers and the PA Chamber expressed interest in leasing space at the Capital Campus.

Dr. Flurie informed the Board that 23 delegates from South Korea will visit CCA on September 4 to research our organization.

Dr. Flurie thanked Jen Delaye for the recommendation of the book, *Blue Ocean Strategies*. Dr. Flurie asked Sharon Pallotta to send each Board member a copy of the book to read prior to the Board workshop.

Dr. Flurie informed the Board that he met with members of the Latino community and is invited to speak at the Mexican Consulate.

b. COO Report

i. Facilities Update

Jim Skinner updated the Board on the facilities and the new Family Service Center at Norristown.

ii. Capital Campus Update

Jim Skinner updated the Board on the Capital Campus facility and the preparations for students and staff members to return. Jeffrey Piccola asked if the drop-in center will be ready for students by the beginning of the school year. Jim Skinner informed the Board that the Midtown Center is closed and the Capital Campus 3rd floor multi-purpose room will temporarily house the drop-in center.

iii. LMS Update

Joyce Good updated the Board on the LMS progress. She informed the Board that all courses in the LMS will be activated on Monday, August 20. Joyce Good assured the Board that the learning department team is confident in the new LMS and Mr. Dyer acknowledged Joyce Good and her team for their tremendous work on this project.

[Jen Delaye left the Board meeting at 9:30 a.m.]

c. Financial Reports

Christine Hakes updated the Board on business office activities and updated the Board on the cash investment schedule for June 2018. Christine Hakes informed the Board that the business office is working on pre-audit work early this year.

Christine Hakes informed the Board that CCA received a rebate of \$157,000.00 from the PASBO P-card program.

Faith Russo reviewed the revenues and expenditures. Ryan Baker reviewed the forecasted revenues and expenditures.

VIII. Information Items

Mr. Dyer reminded the Board of the September 22 Board workshop in Hershey. The Board meeting will begin at 8:30 a.m with Executive Session and the Public Session will begin at 9 a.m. or at the end of the Executive Session if later. The workshop Executive Session will occur after the conclusion of the Public Session. Mr. Dyer encouraged all Board members to attend the workshop.

IX. Board Member Comments

There were no Board member comments.

X. Adjournment and Next Meeting Date September 22, 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 September 22, 2018 starting with an Executive Session. The Board being at the end of its agenda, the meeting was adjourned at 10:15 AM.

Sharon Pallotta, Assistant Secretary