



Commonwealth Charter Academy (CCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday February 15, 2017 at 8:30 AM

Held at the following location and via teleconference:

1426 N. 3rd Street Harrisburg, PA 17102

I. Call to Order

Mr. Dyer called the meeting to order at 8:30 a.m. and entered into Executive Session when all participants were present.

II. Roll Call

Board Members Present: Ralph Dyer, Lil Jackson, Jeffrey Piccola (in person); Michelle Ciora, Marcie Mulligan, Rob Barr, Cheryl Lozier (via phone).

Guests in Person: Maurice Flurie, School CEO; Tom Longenecker, COO; Sharon Pallotta, Christine Hakes, Jennifer Clarke, Joyce Good, Sandy Emerich, Paulie Zozos, Ryan Baker, Faith Russo, Jim Skinner, School Staff; Phil Murren, Board Counsel; Scott Cousin, Crabtree and Rohrbaugh.

III. Executive Session

Executive Session was held prior to public meeting to discuss personnel, Special Education and other legal updates.

Two Action Items resulted from Executive Session:

Action Item e. Authorization of Board President, Board Counsel and CEO to Initiate the First Quarter Marketing Campaign for 2017-2018.

Action Item f. Authorization of Board President, Board Counsel and CEO to Engage Andculture for the Development Phase of LMS Not to Exceed \$300,000.

[Public Session began at 9:10 AM].

IV. Public Comment

There were no public comments made at this time.

V. Routine Business

a. Approval of 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 Michelle Ciora as follows:

RESOLVED, that the Agenda for the February 15, 2017 meeting of the Commonwealth Charter Academy Board of Directors is hereby approved.

The motion passed unanimously.

VI. Approval of Consent Items

Mr. Dyer asked the Board if there were any 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 Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from January 11, 2017 Board Meeting
- b. Approval of Board Payables
- c. Approval of Staffing Report
- d. Approval of Board Policy 811 (first reading) - Bonding
- e. Approval of Board Policy 830 (first reading) – Breach of Computerized Personal Information
- f. Approval of Board Policy 809 (second reading) - Recycling
- g. Approval of Board Policy 810 (second reading) - Transportation
- h. Approval of Board Policy 810.3 (second reading) – Cameras on School Vehicles
- i. Approval of Board Policy 812 (second reading) – Property Insurance
- j. Approval of Board Policy 813 (second reading) – Other Insurance
- k. Approval of Board Policy 814 (second reading) – Copyright Material
- l. Approval of Board Policy 818 (second reading) – Contracted Services
- m. Approval of Board Policy 828 (second reading) - Fraud

The motion passed unanimously

VII. Approval of Action Items

a. Approval of Revised CCA By-laws (second reading)

The Board discussed the revision of the CCA By-laws. There being no further discussion, a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, that the Approval of the Revised CCA By-laws (second reading) is hereby approved.

The motion passed unanimously.

b. Approval of Connections Learning 2017 Summer School Statement of Work

The Board discussed the Connections Learning 2017 Summer School Statement of Work. There being no further discussion, a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, that the Approval of Connections Learning 2017 Summer School Statement of Work is hereby approved.

The motion passed unanimously.

c. Acknowledge the June 30, 2016 Audited Financial Statements as Presented by Boyer & Ritter LLC, Including the Entries and Fund Balance Designations Contained Within.

The Board discussed the June 30, 2016 audited financial statements as presented by Boyer & Ritter LLC. There being no further discussion, a motion was made by Michelle Ciora and seconded by Lil Jackson as follows:

RESOLVED, that the motion to Acknowledge the June 30, 2016 Audited Financial Statements as Presented by Boyer & Ritter LLC, Including the Entries and Fund Balance Designations Contained Within is hereby approved.

The motion passed unanimously.

d. Approval of the 21 Credit Graduation Plan for the 2017-2018 School Year

The Board discussed the 21 credit graduation plan for the 2017-2018 school year. There being no further discussion a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, that the Approval of the 21 Credit Graduation Plan for the 2017-2018 School Year is hereby approved.

The motion passed unanimously.

- e. Authorization of Board President, Board Counsel and CEO to Initiate the First Quarter Marketing Campaign For 2017-2018.

The Board discussed the authorization of Board President, Board Counsel and CEO to initiate the first quarter marketing campaign for 2017-2018. There being no further discussion a motion was made by Rob Barr and seconded by Lil Jackson as follows:

RESOLVED, that the Authorization of Board President, Board Counsel and CEO to Initiate the First Quarter Marketing Campaign for 2017-2018 is hereby approved.

The motion passed unanimously.

- f. Authorization of the Board President, Board Counsel and CEO to Engage Andculture For Development Phase of LMS Not to Exceed \$300,000

The Board discussed the authorization of the Board President, Board Counsel and CEO to engage Andculture for the development phase of the LMS not to exceed \$300,000. There being no further discussion, a motion was made by Lil Jackson and seconded by Jeffrey Piccola as follows:

RESOLVED, that the Authorization of the Board President, Board Counsel and CEO to Engage Andculture for Development Phase of LMS Not to Exceed \$300,000 is hereby approved.

The motion passed unanimously.

VIII. Oral Reports

- a. No Board Counsel Report
- b. CEO Report

Dr. Flurie thanked the Board for approving action items e. and f.

- i. Student Academic Achievement (FBO #1)

Dr. Flurie informed the Board that Dr. Joyce Good will present the list of all curriculum programs planned for use in the 2018-2019 school year at the April 2017 Board meeting.

ii. Curriculum, Courses and Learning Management Systems (FBO #2)

Dr. Flurie informed the Board that the summer school list from CE will be expanded at the elementary level.

iii. Commonwealth Charter Academy Brand (FBO #3)

Dr. Flurie informed the Board that he and Mr. Longenecker met with freshmen legislators and he plans to initiate meetings with the chairman of the House and the chairman of the Senate. A tour of CCA with members of the respective education committees is slated to take place in the near future.

Dr. Flurie updated the Board on his visit to the Andreas office where he met with interested Penn State University personnel to discuss the dual enrollment process and a possible teaching center on the Penn State Lehigh Valley campus. Dr. Flurie plans to visit Penn State again in the near future for further discussions and he thanked Mr. Kalahanis, CCA teacher, for facilitating the meeting with the Penn State personnel.

Dr. Flurie informed the Board of the conflict that led to the resignation of the President of the PSBA.

c. COO Report

i. Facilities Update

Mr. Longenecker informed the Board that Jim Skinner, CCA Facilities Director, will attend future Board meetings in order to update the Board on the progress at the CCA Capital Campus.

Mr. Longenecker updated the Board on the facilities work that has occurred since the last Board meeting including lease extensions and bids for a renovation project. He informed the Board regarding the approval of the new street name "Innovation Way" at the CCA Capital Campus.

Mr. Scott Cousins, Crabtree Rohrbaugh, updated the Board on the CCA Capital Campus renovation.

Mr. Dyer recommended Board members ask for an individual tour of the Campus.

Dr. Flurie informed the Board that the Central Penn Business Journal wrote an article on the CCA Capital Campus.

d. Financial Reports

Christine Hakes thanked the Board for their acknowledgement of the 2015-16 audit and reviewed the audit with the Board. She informed the Board that this was the first year utilizing a new auditor for auditing services. Christine discussed the one finding with the Board.

Christine Hakes reviewed the financial report with the Board. Ryan Baker reviewed the revenues and cash schedule. Faith Russo reviewed the expenditures.

The reports were included in the Board packet.

IX. Information Items

Mr. Dyer recommended the Board save the date for the Board workshop scheduled to take place on September 16, 2017.

Mr. Dyer informed the Board that next year's Board schedule will be approved in June. He also informed the Board that there will be no Board meeting in March.

X. Board Comments

There were no other Board member comments.

XI. Adjournment and Next Meeting Date April 12, 2017 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 April 12, 2017 starting with an Executive Session. The Board being at the end of its agenda, the meeting was adjourned at 9:55 AM.


Sharon Pallotta, Assistant Secretary