PROVIDENCE CREEK ACADEMY

BOARD OF DIRECTORS MONTHLY MEETING

~~April 28, 2014~~

Rescheduled to

May 5, 2014

**Executive Session 6:00 P.M. Board Room**

Board Matters

**Present:** Audrey Erschen, Ed Ide, Amy Santos, Chris Senato, Shanna Simmens, Gary Stulir, Charlie Wilson

**Regular Meeting 7:00 P.M. Board Room**

1. Call to Order, Pledge of Allegiance, Moment of Silence - 7:10 P.M.

2. Change to the Agenda - None

3. Opportunity to address the Board of Directors

-Charlie Wilson addressed the group regarding parental concerns that had been heard throughout the past month regarding dress code policy changes. He indicated the reasons for the change being an issue of enforcement and not monetary kickback from prospective vendors. He also communicated that item number three on our agenda would call for revisiting last month’s decision to limit vendors with the intent to remove this stipulation and that going forward, PCA would place a greater emphasis on dress code enforcement and parent support.

-Kristin Brewer addressed the group expressing her gratitude that parental input was considered and acted upon by the board. She indicated that the majority of complaints that she heard were monetary in nature regarding the change to limit vendors. She offered the following solutions to enforce the dress code policy: Keep uniforms on-hand for students to change into when parents cannot be reached to properly clothe their child. Funds could be raised through a jeans day or through the PTO. Uniforms could be worn and returned at the end of the day. We have the facilities to launder such. Also, it was pointed out that younger children need to be able to wear the elastic waistband-type of pants, which would be difficult to obtain if vendors were limited. Mrs. Erschen read the policy and indicated that this type of pant is indeed included in the code.

-Nicole Cooper offered the idea to hold a dress code fashio show for the parents and students to be clear of what is appropriate and not.

-Audrey Erschen added that there will be other visuals indicators for the dress code included on the school’s website and distributed to incoming students. Amy Santos has developed some drafts to start this process.

-Kara Cordrey requested that going forward, if there are changes to the dress code, to allow for enough time for parents make the change. She pointed out that she and many other parents shop a year ahead for their childrens’ clothing for school and that this should be considered in making future mandates.

-Also, it was noted that there are too few dress code color choices. A parent added that their boy will not wear purple, that white gets dirty so fast, and that this leaves their child only wearing black or navy blue everyday which becomes monotonous. It was requested to bring back light blue again. Other parents added other color requests, green, gray. Audrey Erschen noted that she will inform the committee.

-Ms. Thomas inquired about shoes, requesting that they be limited to black Mary Janes or black sneakers. Kristen Brewer noted that, as a teacher, often the only way to identify her students on the playground when she is trying to locate them quickly, is their shoes or coats because they otherwise all look alike.

-It was noted that our current code does not mention that rain boots and/or snow boots are permitted and that this should be specified.

4. Approval of the March 2014 Board Meeting Minutes - Ide/Santos

5. Board Committee Reports

**Finance:** All funding has been received for this year. Everything is in line except for food service. We are 75% through the school year and running below budget overall. We’re at 68% for salaries, employment costs are on target, student support is at 79% due to computer purchase. Student resource is at 100% due to the fact that it is paid up front with a one time payment. Recent purchase items include ticket purchases for the Las Vegas Charter Schools Conference and for Student Handbooks, and professional services. Overall we are at 69% of the budget, which equates to $369,000 under budget.

-Do we want to renew the school resource officer? The cost is $20,000, which could be used to continue the current arrangement or to reimagine a position to fit the needs of our school.

-Security equipment needs upgrading to include motion sensors, inside sirens, long range loudspeaker, panic buttons. There is legislation coming which, if passed, would mean funding for some of these items, particularly the panic button. Loud speakers, school reach services, and an Emergency Response Plan through Homeland Security are all things that will carry a large price tag in the near future.

**Curriculum Committee**: The committee met on April 29, 2014 at 10:00am.

-Standards based grade reporting – plan on working with Dr. Guskey, especially for support with our assessments – The report cards will not be implemented next year, but we will be able to share any changes in assessment practices that we gain from working with Dr. Guskey and the cohort. We need a grading policy for next year in the meantime. Danielle, Michelle, and Robyn will meet and develop grading policies for next year’s handbook. Then, we will submit to Audrey for approval.

-We have a “Typing Training” program that we’ve paid for, that requires some set-up beforehand, but it hasn’t been used frequently this year. Mr. Jones will be using it primarily for the third semester this year, but plans are to have him begin from the start of the year with the typing program for next year. Technology – 2nd – 8th Scope and sequence is being developed with Danielle and Mr. Jones – including iSafe, typing, and other programs (word processing, spreadsheet, presentation programs). They’re working with the SSP (Student Success Plan) for 8th graders. They are considering 7th grade using it as well for next year. It was discussed to include a parent internet safety guide for next school year.

-Foreign Language – 2014 will be our year for Spanish – When we renew the charter, we can state that Spanish will be our primary language, but we would like to leave the option to introduce other languages if we see fit.

-High Honors – Currently our system is that a student has to earn all A’s in order to receive High Honor Roll. We had a parent concern, asking about using the GPA for determining eligibility instead of the letter grades. Through discussion, we decided to keep the process as is, so that students cannot make honors or high honors with Cs. Although disappointing for some students, we felt this would maintain the integrity of the award.

Next meeting – Thursday, May 29, 2014 at 11:00 am

6. Reports

a. **Head of School - Audrey Erschen**

- Enrollment: May 1st count was submitted on Friday. We have 685 enrolled, which qualifies us for 39.75 teaching units. We have 200+ students on our waiting list. Qualifying for 40 teaching units gives us our school nurse funding. Given the current numbers, this should not be a problem.

-Child find was/is being conducted this week for our 80 incoming Kindergarten students.

-Padua Academy sent a notice indicating that our former student, Megan Farley, has accomplished High Honors for the recent marking period.

-March of Dimes has sent a “Thank You” for our school’s ongoing support. This year, we have contributed $150.

-There is a teacher representative to the board letter of interest in the board packet.

-Danielle Moore was nominated as the Teen Ink Educator of the Year (By Teens For Teens)

-Hanover- as our neighbor has issued a Safety in Emergency Plan due to the fact that they have chlorine and ammonia on-site. In the event of a leak, these gasses are not likely to cause serious harm to students. Their safety manager shared information with us after last year’s leak.

-Natural Gas Pipe Construction - maintenance to be done May15th-16th. There will be a controlled burn-off on Duck Creek Road. It is controlled and planned. Duck Creek Road will be closed by Hudson street. This event may be visible from our school.

-Consolidated Grant - updating. Conversation with Bill Bentz and Shanna Simmens regarding Title I, Title II, and IDEA monies. We have purchased staff in the past with this funding and plan to continue.

-Training provided for Americans with Disabilities, Special Education, and Bullying through the Americans with Disabilities Act. Through the training, we now have a committee for implementing this information in our 504 plans and Special Ed. Audrey has manuals. Also, training on Cyber Security is available and Audrey will be attending.

b. **Director of Finance - Shanna Simmens**

-Brandon Paris is doing well in his new role and is now 100% trained.

-Received a letter from Mrs. Jill Mears regarding her plans to retire

-990 Audit has been sent to the company doing the audit prior to the May 15th due date - final draft will be coming soon.

7. New Business

a. Action Items

1. FY 2014 March Budget -approved - Ide/Senato

2. DOE Monthly Budget March 2014 - approved - Ide/Senato

3. Dress Code Revisited - reverting to the prior code, it was approved to remove the vendor restrictions on the student dress code. - Santos/Ide

4. Change in 2014-15 School Calendar - Teacher Professional Development Days - It was approved to change our Professional Development dates due to the Charter School Network event to be held August 12th and 13th. We will eliminate the February 13th and March 16th Professional Development Days from the calendar and include August 12th and 13th instead. The last student day will be June 12th allowing for 5 snow days. This calendar includes 184 student days (179 are required) and 193 teacher days (188 required). -Santos/Ide

5. Letter of Engagement for School Attorney - It was approved to sign the letter of engagement with Attorney Marc Casarino of the White and Williams law firm - Senato/Ide

b. Discussion Items

1. Pillars at the Driveway - removable but difficult. Should we replace with another option?

2. Intercom Security - needed for outside due to our campus set up. Estimated cost = $9,000.00

3. Phone System - outdated. Seeking quotes from Martel and DE Electric Systems. Estimated cost = $60,000.00

4. Bus traffic pattern/car rider traffic pattern - Thanks to Danielle Moore for the picture she created which maps the new traffic pattern. Car rider line is going much more smoothly.

5. Sidewalk from back doors to cafe to avoid muddy shoes.

6. Building use form - Ransome Life Church has requested use of our auditorium and one classroom (the library) on Sundays until they find a permanent home.

7. Code Yellow - Sound is needed in auditorium

A motion was made to move into executive session Ide/Santos

A motion was made to move out of executive session Stulir/Ide

c. Action Item (continued) - Approval for the Head of School to move forward with the Building Use Form with a Stipulation Clause to remove within 30 days. The contract must be approved prior to agreement - Stulir/Santos (Senato votes “nay”)

8. Next Meeting - May 19, 2014 at 7:00 p.m.

9. Adjournment - Ide/Stulir

Respectfully submitted this 5th day of May by Amy Santos, acting on behalf of Robyn Roberts.