

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING

Tuesday, November 25, 2015

7:00 p.m.

Providence Creek Academy Library

Present: Amy Santos, Chris Craig, Gary Stulir, Lisa Moore, Melissa Rhoades, Elizabeth Columbo-Kutch, Guy Cooper, Chuck Taylor, Audrey Erschen, Danielle Moore

1. Call to Order, Pledge of Allegiance, Moment of Silence

2. Changes to Agenda: No Changes

3. Presentation of Awards: Awards from the Smyrna Public Library

4. Opportunity to address the Board of Directors: N/A

5. Approval of the October 27, 2015 Board Meeting Minutes: Melissa Rhoades made the motion. Chris Craig seconded. All in favor? Motion passed.

6. Board Committee Reports

a. **Citizens Budget Oversight Committee:** Revenue is at 62.12%. Expenditures are at 35.16%, which is 1.9% over the benchmark. In September we were 2.7% over budget due to purchase of buses and other supplies. For this fiscal year some items were recoded for better break down of budget items. Next meeting will be November 23rd at 2:00 p.m.

b. **Oversite Committee:** The committee did not meet in November. Infractions and oversights that were outstanding were all corrected and put in order.

7. Reports

a. **Head of School:** Annual report to be sent out. There is a public hearing for Charter renewal on December 8th, 2015. We have been recommended for approval with no provisions. The Division of Public Health inspected the cafeteria on November 17th. The notice for Aftercare traffic was sent out for appropriate parking areas.

b. **Principal:** Unit count was approved by the State Board of Education. Enrollment was 690 and units were 40.18. No students were discounted. The Consolidated Grant was approved. PCA has 37 identified sped students. 2 are being evaluated and 12 are receiving OT. PCA Charter School has an

approved Charter for 669 students in grades K-8. Approved class size is 18 in grades K-1, and 25 in grades 2-8.

c. Finance: Budget is sound. \$2.4 million in the bank. 690 students are eligible for ride. The state audit company going to cost double the amount that was bid, because of some extra work.

d. Curriculum: Mrs. Nicole Lewis has accepted the position of tutoring coordinator and is in the process of working through parent requests and teacher recommendations for tutoring. Interviews are being held for tutors, with tutoring beginning shortly after Thanksgiving. DOE required all District Test Coordinators to create a test security plan for all state mandated testing. This plan includes procedures for violations of test security as well as the presentation of what is required of test administrators. Mrs. Moore is in the process of working with DOE and other schools/districts across the state to determine a universal standards based report card that can be used state wide. The administrative team has worked on creating a policy for homebound instruction. Classroom walkthroughs are continuing and going very well!

e. School Climate Report – The committee did not meet in November. Next committee meeting is on January 4th at 4 p.m.

8. New Business

a. Action Items

1. **Approval of Line Item Budget Adjustment:** Chris Craig approved. Lisa Moore seconded. All in favor? Motion passed.

2. **FY 2015 – 2016 October 31, Preliminary Budget:** Gary Stulir made the motion. Chris Craig seconded. All in favor? Motion passed.

3. **DOE Monthly Budget October 31, 2015:** Elizabeth Columbo-Kutch made the motion, Gary Stulir seconded. All in favor? Motion passed.

4. **Approval of Hiring of Staff:** Chris Craig made the motion. Lisa Moore seconded. All in favor? Motion passed.

5. **Extension of Employment Contracts:** Melissa Rhoades made the motion. Chris Craig seconded. Guy Cooper abstained. All in favor? Motion passed.

6. **Homebound Policy:** Melissa Rhoades made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.

7. **Class Size Waiver:** Lisa Moore made the motion. Chris Craig seconded. All in favor? Motion passed.

8. Approval of 2014-2015 Annual Report: Melissa Rhoades made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.

9. Student Matter S2-15: Lisa Moore made the motion. Guy Cooper seconded. Chris Craig abstained. All in favor? Motion passed.

9. Next Board Meet Date: Monday, December 21, 2015.

10. Motion to move to executive session: Chris Craig made the motion. Gary Stulir seconded. All in favor? Motion passed.

Adjournment: Lisa Moore made the motion. Guy Cooper seconded. All in favor? Motion passed.