

**PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
Tuesday, February 27, 2018
7:00 P.M.
Providence Creek Academy Library**

Present Board Members:

**Melissa Rhoads
Gary Stulir
Lisa Moore
Elizabeth Columbo-Kutch
Charles Mosher
Christine Chaney**

Invited Guest:

**Marge Knorr-Hayden
Amy Santos
Guy Cooper**

Administration:

**Chuck Taylor
Audrey Erschen**

Regular Meeting 7:00 P.M. Library

- 1. Call to Order, Pledge of Allegiance, Moment of Silence**
- 2. Changes to the Agenda:** #8: placement of students into alternative settings
- 3. Presentation of Awards:** Recognition of Mr. Guy Cooper and Mrs. Amy Santos
- 4. Opportunity to address the Board of Directors:** Ms. Marge Knorr-Hayden, Sick Leave Committee proposes that Providence Creek Academy revise the current sick leave policy to include a sick day bank. (on the committee with Ms. Knorr Hayden was Ms. Adams, Ms. Laird, Ms. Dowell.
- 5. Approval of the January 23, 2018 Board Meeting Minutes** – Mrs. Columbo-Kutch made the motion, Ms. Moore seconded. Mr. Mosher abstained. All in favor? Motion is approved.
- 6. Board Committee Reports**
 - a. CBOC Committee - Revenue is 93.17% Expenditures: Benchmark for January was 58.33. Actual expenditures were 56.78% for January. We are 1.55% under budget. Budget reduction line items to track spending. Food Service 3 year review, some items need to be clarified and adjusted. Mr. Curry working on a response and a succession manual.
 - b. P Card requested for ballet. Instructor would be only person authorized to use it.
 - c. Payout of deceased member discussed.
- 7. Reports**
 - a. Head of School: PCA Summer Camp Program voted First State Favorite Day Camp by Smyrna Clayton Times Readers. Camp run by Mr. Messick and Mrs. Joyner. USDA loan application did not go through. PCA will write a report proving that we are in danger of financial stability and continued support for community due to state reductions in funding. Dining Hall review showed weakness in administration. Transition Manual

in progress. Ballet trips out of state require approval. Letters about parking safety sent home this week. Installed more speed bumps to slow drivers.

- b. Principal: On target for enrollment, 260 applicants, Lottery held on January 26. Parents have until March 16 to accept. Completion of Prong 2 special education audit. We are in compliance in all areas. Special education team working on placement for 2 home bound special education students. The team visited High Roads of DE. Visits for parents of students set up. E-school updated over President's Day weekend, but there are still some issues. Preparations being made for Smarter Balanced and DCAS. 8 students participated in all state chorus. 17 students to participated in Children's Honor Choir. 4 students in Kent County Band. Concert Choir in Kent County Choral Festival. Ballet participated in Delaware Dance Festival. Group of students asked to participate in the walk-out by students across the country on March 14. Administrators discussing.
- c. Finance Report: CBOC reviewed budget adjustment for personnel. Adjustments made to align the budget with actual expenditures. Overall, we are under budget by 1.55%.

8. New Business

a. Action Items

1. Selection of Gary Stulir as Vice President of the Board of Directors Mrs. Columbo-Kutch made the motion. Ms. Chaney seconded. All in favor? Motion approved.
2. FY 2017-2018 line item adjustments. Ms. Columbo-Kutch the motion. Ms. Chaney seconded. All in favor? Motion is approved.
3. FY 2017-2018 January 31, 2018 preliminary budget. Mr. Stulir made the motion. Mrs. Coumbo-Kutch seconded. All in favor? Motion approved.
4. DOE Preliminary Monthly Budget January 31, 2018. Mrs. Columbo-Kutch made the motion. Mr. Stulir seconded. All in favor? Motion approved.
5. Ballet Trip to Philadelphia and Manchester, NH. Mrs. Columbo-Kutch made the motion. Ms. Chaney seconded. All in favor? Trips approved.
6. Pcard approval for PCA Ballet. Mrs. Columbo-Kutch made the motion. Mr. Stulir seconded. All in favor? Motion approved.
7. Approval of Girls Softball Coach, Mr. Scott Nichols. Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. All in favor? Motion approved.
8. Placement of students in alternative settings. Mrs. Columbo-Kutch made the motion. Mr. Stulir seconded. All in favor? Motion approved.

9. Next Board Meeting date/Adjournment – March 27, Tuesday, 2018 Mrs. Columbo-Kutch made the motion to adjourn.