

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
Tuesday, May 26, 2020
Zoom Virtual Meeting

Board Members:
Melissa Rhoads
Lisa Moore
Chuck Mosher
Christine Chaney
Danielle Gordy
Elizabeth Colombo-Kutch
Lanie Thornton (by phone)

Others Present:
Rachel Straighttiff
Bill Bentz (by phone)

Administration:
Denise Stouffer

Regular Meeting 6:00 P.M. Zoom Virtual Meeting

- 1. Call to Order:**
- 2. Pledge of Allegiance, Moment of Silence**
- 3. Changes to the Agenda** to include Executive Session after #7, Action Item F, Action Item G, and Action Item H. Motion made by Ms. Chaney. Mrs. Colombo-Kutch seconded.
- 4. Public Comment: Opportunity to address the Board of Directors:** None by Conference Call
- 5. Approval of the April, 2020 Board Meeting Minutes:** Motion made by Mrs. Moore. Mrs. Colombo-Kutch seconded. Motion approved.
- 6. Board Committee Reports:**
 - A. CBOC Committee:**

Revenue: Three Budget Changes:
Year Long Residencies (05400) has been added in the April report for \$5,640.

 - 99.91 % of Food Service revenue was received.
 - Local District Carryover reduced to \$30,559.45.
 - Local District Funding is \$18,203 above budget as a result of higher interest rate payments to the school.
 - Local Special Funds may change if summer camp, ballet, etc. is not conducted. The Board Approved a refund to the facilities payment of \$2,020 to ballet last month due to the fact that the program is not able to use the facilities at this time. (COVID)
 - The school has received 99.48% of our funding.

Expenditures:
PCA is 83.3% into the school year and our overall expenses are at 79.74%

 - The school has paid 22 of 26 pays of the year and are under percentage expenses for salaries and OECs.

- The only categories over are food service and transportation due to budget reductions.
- Operations (05213) for FY19 shows \$4,338 as of the April 30th, 2020 report. This money has been expended as of May 21, 2020 for a portion of the bond finance fee.
- Driver trainings (05138 and 05193) is money that is given to the school by the State of Delaware for our bus drivers. The \$68.87 from 05138 will be expended due to a training already completed but the \$796.17 from 05193 will likely revert since the trainings cannot occur due to COVID-19.
- The FY19 Title funds that were loaded this spring have been expended as of today.
- Cafeteria has a deficit of \$91,947.35 with no pending reimbursements. This is brought to a positive \$64,104.26. The budget was reduced to \$326,506 due to reduction in expenses and revenue.

The following items have had budget changes –

- Computer Services (55073) had a previous budget of \$0 and is now \$1,695 to show 100% of the line item expended.
- Equipment Maintenance and Repair (55507) was reduced from \$8,000 to \$4,000 due to a reduction in expenses.
- The June report will reflect any final changes to accounts showing greater than 100% expenditure.
- The Preliminary FY21 Budget was shared –

The school is proposing at the end of fiscal year FY20, the bond payment will be paid instead of in FY21 fiscal year. This will give us an additional \$170,000 to reduce the mortgage by for FY21, which gives room in case the State reduces the school's funding. This may change and we are currently working with Wilmington Trust on this matter.

o This includes conducting the second bump for teacher's salaries so they are at 95% of Smyrna School District's pay scale. Beyond teacher's salaries, it is being proposed that a 1% increase be included for other positions with a few exceptions.

Local Districts funding may be different because this is based on school expenditures from the previous year.

This preliminary budget does not include FY21 grants that were awarded because it will be money in and money out. Funding sources, such as Technology Block Grant and Ed Sustainment Fund, have been kept because they have been around for so long.

7. Head of School :

FY 21 Budget Review: Bill Bentz discussed the proposed budget for FY21 and a probable state budget deficit. More information about the budget in July.

Playground PPT: presented by Rachael Straightiff. Different designs and options for the playground grant presented and discussed

Renewal Process: Renewal report received on 4-30. Follow up letter will be sent before 6/1.

Mandatory Tender: Any questions about the regular bill for Bonds that is paid each June.

Paving Quotes: Paving quotes from 3 companies discussed.

Summer Programming: No summer camp unless DOE's guidance states we can without extraordinary costs or a net loss. No remedial program, but maybe in the fall. Summer school for students with failing grades will be virtual. ESY for spec ed students will be virtual.

School Emergency Relief Fund: expecting 84,773 in relief.

EXECUTIVE SESSION: Motion made to go into Executive Session. Mrs. Colombo-Kutch made

the motion. Ms. Chaney seconded.

Motion made to come out of executive session. Ms. Chaney made the motion. Mrs. Moore seconded.

8. New Business

- a. **Action Item A: SY 2019-2020 April Budget:** Motion made by Mrs. Moore.
Mr. Mosher seconded. Motion approved.
- b. **Action Item B: DOE Monthly Budget April, 2020:** Motion made by Mr. Mosher.
Mrs. Gordy seconded. Motion approved.
- c. **Action Item C: Approval of the proposed SY 20/21 Budget:** Motion made by
Mrs. Colombo-Kutch. Mrs. Moore seconded. Motion approved.
- d. **Action Item D: Approval of Advanced Paving Quote for Paving:** Motion made by
Mrs. Colombo-Kutch. Mr. Mosher seconded. Motion approved.
- e. **Action Item E: Approval of General Recreation for the playground:** Motion made by
Ms. Chaney. Mrs. Colombo-Kutch seconded. Mrs. Moore abstained. Motion approved.
- f. **Action Item F: Approval of the utilization of Elementary and Secondary School
Emergency Relief Funds for the purchase of computers, summer/fall remediation
and summer school:** Ms. Chaney made the motion. Mrs. Colombo-Kutch seconded.
Motion approved.
- g. **Approval of proposed salaries for SY 20/21:** Mrs. Colombo-Kutch made the motion.
Mrs. Gordy seconded. Ms. Chaney abstained. Motion approved.
- h. **Approval of May/June payment of December bonds not to exceed \$200,000. Amount
to be determined by FY 21 budget:** Mr. Mosher made the motion. Mrs. Colombo-Kutch
seconded. Motion approved.

Next Board Meeting date/Adjournment: Tuesday, June 23 at 6:00 pm

Ms. Chaney made the motion. Mrs. Colombo-Kutch seconded. Motion approved.