

PROVIDENCE CREEK ACADEMY  
BOARD OF DIRECTORS MONTHLY MEETING  
May 28, 2013

**Present: Amy Santos, Chris Craig, Robyn Roberts, Audrey Erschen, Shanna Simmens, Ed Ide**

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

Personnel and Student Matters

**Regular Meeting 7:30 P.M. Library**

1. Call to Order, Pledge of Allegiance, Moment of Silence – 7:32pm -observed
2. Change to the Agenda – new business, item 7 number 3, Hiring/Nonrenewal
3. Presentation of Awards – OM Teams – Jenn Thomas’s team was in attendance; The other OM team was recouping from their trip to the World Finals; Mrs. Erschen announced that this team scored 27<sup>th</sup> out of 55 teams for the world competition
4. Opportunity to address the Board of Directors – Michelle Candileri put in her letter of resignation for athletic director. She just wanted to say thank you, especially to Audrey Erschen, and that it’s been a great six years.
5. Approval of the April 2013 Board Meeting Minutes – Ide/Craig
6. Board Committee Reports – none
7. Reports – None Reported
8. Unfinished Business
  - a. Student Handbook Changes – At the last Board meeting, the Code of Conduct committee proposed the changed dress code. The committee met again- one change was made through that meeting and that was: No Yoga pants are permitted. – Per the original proposal, black was added for both shirts and pants. Light blue was excluded because of the differences in shades that were perceived as light blue. This decision was made with student input during these meetings. There is a fleece (without a hood) that will be proposed in the near future as a part of dress code, instead of just sweaters.
9. New Business
  - a. Action Items
    - i. FY 2012-2013 Preliminary Budget – We are supposed to be at 83% but are actually at 76%. There was a question about the budget no

longer being preliminary, but the response was that it is considered preliminary until the end of the fiscal year.- Ide/Craig

- ii. DOE Monthly Budget April 2013 – Ide/Craig
- iii. PCA 11 & 12 month Employee Compensation – motion to move to Executive Session – Ide/Craig – Returned from Executive session 8:54pm – Office Manager, Business and Human Resources Manager, and Head of School’s salary will be adjusted as discussed in Executive session - Ide/Craig
- iv. Administrator Contracts Effective July 1, 2013 – approval to extend a contract to administrators – A draft will be created and presented to the board for review/approval - Craig/Roberts
- v. Student Handbook Changes – Roberts/Craig
- vi. Extending Renewal Date for 2013-2014 Employment Contracts to June 12, 2013 – Our teacher contracts have been delayed due to some pending circumstances - Craig/Roberts
- vii. Employee Status –Tab 8
  1. Resignation – Two resignations: Lauren Machulski and Eric Beach; a request for retirement from Mr. Taylor; Michelle Candileri resigned from the Athletic Director position – Ide/Roberts
  2. FMLA – Two requests: Jacqueline Simmens – due July 4<sup>th</sup>; and Dawn Norvell –due August 30<sup>th</sup> – would like to request six weeks of FMLA leave for after the birth of her baby - Craig/Roberts
  3. Hiring/Nonrenewal – as discussed in Executive session; Ide/Roberts – special education student that has a need for a one-on-one paraprofessional - discussion and clarification: 3<sup>rd</sup> grade position; temporary paraprofessional; nonrenewal for one cafeteria staff and one educator (change from last month’s approval)
- viii. Student Lunch Cost for the 2013-2014 School Year –due to the National School Lunch program, we are required to bring our prices in alignment to meet their reimbursable rate – It is a requirement to increase 10 cents per year, which would leave us with 5 cents for the following year, but the proposal is to initiate the 15 cents increase to bring us into alignment for the upcoming school year. This is not a directive from PCA, instead it is required by the Federal government. – Roberts/Ide
- ix. Extension to current Speech Contract for Summer 2013 –Our current Speech contract expires at the end of this school year. Previously, the renewed contract has run from the summer into the

upcoming school year, but this year we have to go to bid, due to state requirements. We will go to bid for the upcoming school year, but in the meantime, we need for the speech contract to be extended in order to provide Extended School Year Services to our qualifying students. -Craig/Ide

b. Discussion Items

- i. Interview Schedule for Assistant Principal – Round 1 Screening 5/23. Round 2 Interview scheduled for 5/30. Need a date for Round 3 Interview with Board.
  - Round 2 on Thursday, 5/30 from 9- 11:30a.m.
  - June 5<sup>th</sup> at 6pm we will meet and interviews will be set to begin at 6:30pm – All board members will be in attendance for this final interview.
- ii. Last day of school- October 29<sup>th</sup> and 30<sup>th</sup>; November 6<sup>th</sup> bus battery- these three days have been forgiven, so the last school day for students is June 11<sup>th</sup>
- iii. Reorganization for the Board is up for July – Two positions are up for their term. In addition, the Teacher and Parent positions are annual; Request from Audrey to post for positions for the board (in the paper, as well as online)
- iv. Graduation is on June 6<sup>th</sup> at 7pm – Board members are invited and will have seats on the stage.
- v. Band and percussion concert is tomorrow night, Sports banquet is Thursday, Field day is June 10<sup>th</sup>

Next meeting is scheduled for June 5, 2013

10. Adjournment - Roberts/Craig