

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
Tuesday, July 23, 2019 6:00 p.m.
Providence Creek Academy Library

Board Members:
Melissa Rhoades
Gary Stulir
Chuck Mosher
Elizabeth Columbo-Kutch
Lisa Moore
Christine Chaney

Others Present:
Ms. Rachel

Administration:
Denise Stouffer
Amanda Silcox
Sean Todd

Regular Meeting 6:00 P.M. Library

- 1. Call to Order**
- 2. Pledge of Allegiance, Moment of Silence**
- 3. Presentation of Awards:** None presented
- 4. Public Comment: Opportunity to address the Board of Directors:** None
- 5. Approval of the May 31, 2019 Board Meeting Minutes:** Mr. Mosher made the motion. Mrs. Columbo-Kutch seconded. Ms. Chaney abstained. Motion approved.
- 6. Approval of the June 25, 2019 Board Meeting Minutes:** Ms. Chaney made the motion. Mrs. Moore approved.
- 7. Executive Session:** Motion made to go into executive session. Mrs. Moore made the motion. Ms. Chaney seconded. Motion approved.
Motion made to come out of executive session. Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.
- 8. Board Committee Reports:**
 - A. CBOC Committee: The local fund balance now reflects no deficit spending. This was a result in additional federal, local, grant, and interest revenue. 100% of revenue received. Local funds reduced to \$0. Final fiscal year expenditures are at 98.62% overall or 1.38% less than revenue receipts.
- 9. Reports:**
 - A. Head of School: Mrs. Silcox discussed the budget for curriculum and curriculum meetings teachers. Mr. Todd discussed the school safety plan including a panic app for Delaware schools. Restorative practices will be implemented and the code of conduct rewritten. Mrs. Stouffer: unit count is 704.

Old Business

PCA is in the process of updating its policies to:

- Enhance the organization of information;
- Update policies to align with the strategic plan of the school, and;
- Create a system where policies are reviewed on a regular cycle.

The Board considered if it wished to adopt, to revise or continue to discuss the revisions to the following policies:

a. Action Item: 1204 Recruitment and Selection of PCA Staff/Faculty: Policy retired. Mrs. Moore made the motion. Ms. Chaney seconded. Motion approved.

b. Action Item: Employment of substitute and short term employee policies: Policy Retired. Mrs. Columbo-Kutch made the motion. Ms. Chaney seconded. Motion approved.

c. Action Item: Administrative Hiring Policy: Policy Retired. Ms. Chaney made the motion. Mrs. Moore seconded. Motion approved.

d. Action Item: Instructional Staff Hiring Policy: Policy Retired. Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

e. Action Item: Acceptable Use Policy Revisions: Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

f. Action Item: Board Member Conflict of Interest Policy: Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Motion approved.

g. Action Item: Board of Directors Officers Policy: With the corrected spelling of bylaws, Ms. Chaney made the motion. Mrs. Moore seconded. Motion approved with correction.

h. Action Item: Committees of the Board: With the corrected spelling of bylaws, Mrs. Columbo-Kutch made the motion. Ms. Chaney seconded. Motion approved with the correction.

i. Action Item: Board Member Gifts Policy: Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Motion approved.

j. Action Item: Public Complaint Policy: Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

k. Action Item: Public Participation in Board Meetings: Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

l. Action Item: Attendance Policy: Ms. Chaney made the motion. Mr. Mosher seconded. Motion approved.

m. Action Item: Bully Policy: Ms. Chaney made the motion. Mr. Mosher seconded. Motion approved.

n. Action Item: Truancy Policy: Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

o. Action Item: Compensatory Time Policy: With revision to include "This policy applies to everyone but the Head of School." Mrs. Columbo-Kutch made the motion. Ms. Chaney seconded. Motion approved with revision.

p. Action Item: Sick Leave Policy for 12 Month Employees: With revision to include the addition of a definition of liberal leave from Delaware Dept. of Education. Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Motion approved with addition.

q. Action Item: Vacation Policy for 12 Month Employees: This policy will still be in committee. Motion made by Ms. Chaney. Mr. Mosher seconded. Motion approved.

New Business

a. Action Item: Approval of the recommendation of 2 new members of the Board to begin their term in August, 2019. New Board Members: Lanie Thornton and Danielle Gordy Motion made by Mrs. Columbo-Kutch. Mrs. Moore seconded. Motion approved

b. Action Item: Acceptance of Resignation of a member of the Board. Gary Stulir resigned as a member of the Board. Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

c. Action Item: Annual Meeting

1. Reorganization of the Board of Directors

Secretary: Nomination of Christine Chaney by Mrs. Moore, seconded by Mrs. Columbo-Kutch

Treasurer: Nomination of Chuck Mosher by Mrs. Moore, seconded by Ms. Chaney

Vice-Pres: Nomination of Lisa Moore by Mrs. Columbo-Kutch, seconded by Mr. Mosher

President: Nomination of Melissa Rhoades by Mrs. Moore, seconded by Mrs. Columbo-Kutch

All Board Members nominated accept their role.

d. Action Item A: SY 2018-2019 June 30, 2019 Budget: Motion made by Mrs. Columbo-Kutch. Mrs. Moore seconded. Motion approved.

e. Action Item B: DOE Monthly Budget June 30, 2019: Motion made by Ms. Chaney. Mrs. Columbo-Kutch seconded. Motion approved.

f. Action Item: Approval of the recommendation for the new Technology Teacher: Mike Zito. Motion made by Mrs. Columbo-Kutch. Mrs. Moore seconded.

g. Action Item: Approval of the recommendation for the new Music Teacher: Michaela Salerni Motion made by Ms. Chaney. Mrs. Columbo-Kutch seconded. Motion approved.

h. Action Item: Approval of the recommendation for the new part-time Art Teacher: Michala Messick Motion made by Mr. Stulir. Mrs. Moore seconded. Motion approved.

i. Action Item: Approval of the recommendation for the new part-time Dance Instructor: Jennifer Seward Motion made by Mrs. Columbo-Kutch. Mrs. Moore seconded.

j. Action Item: Acceptance of resignation of Grace Guillebeau: Motion made by Ms. Chaney Mrs. Columbo-Kutch seconded. Motion approved.

k. Action Item: Acceptance of resignation of Kimberly Chick: Motion made by Mrs. Moore. Mrs. Columbo-Kutch seconded. Motion approved.

l. Action Item: Approval of new air conditioning unit for the café. Motion made by Mr. Stulir. Mr. Mosher seconded. Motion approved.

10. Executive Session: Motion made to go into executive session. Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Motion approved.

Motion made to come out of executive session. Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion approved.

Next Board Meeting date/Adjournment: August 27, 2019

Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion approved.