

**PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING**

June 26, 2018

7:00 P.M.

Providence Creek Academy Library

Board Members:

Melissa Rhoads

Gary Stulir

Lisa Moore

Elizabeth Columbo-Kutch

Charles Mosher

Christine Chaney

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 resignation of staff, #9 employee bonus
- 3. Presentation of Awards:** None
- 4. Opportunity to address the Board of Directors:** None
- 5. Approval of the May Board Meeting Minutes** Mr. Stulir made the motion. Ms. Moore seconded. All in favor? Motion approved
- 6. Board Committee Reports**
 - a. CBOC Committee - Revenue is 98.14% Expenditures: Benchmark for May is 91.7% Actual expenditures for May is 87.02%. We are 4.68% under budget. Projected deficit is approx. 150,000.00. Queenstown Bank revised offer to include a 10 year fixed rate and 3 ARM's with a cap on each rate adjustment. PNC proposed a 25 yr. Fixed bond rate at the request of Ms. Stouffer. The 25 yr. Rate is higher for Debt Service. Needs to be a discussion on the need for a financial advisor.
 - b. Oversight Committee: Committee reviewed sign in sheets from nurse's office this year and compared them to last year's sign in sheets. Total amount of students the nurse attends to is less than 10% and it was concluded that the role of school nurse will be filled by 1 person. Courtney Dowell explained Delaware's educator evaluator system and how professional growth and continuous improvement was measured by DPAS.

7. Reports:

- a. Head of School: 2017-2018 Organizational Performance Framework Compliance Certification Statement is on the agenda. Maintenance crew preparing for next school year. Summer School and Summer Camp begin. PCA Camp voted #1 Camp in Dover/Smyrna Area, congratulations to Brooke Joyner and Devon Messick. Discovery Camp begins July 16 for 2 weeks. Local school districts contacted to inform them about Tuition Tax Rate to include 7 students from PCA. Receiving this money will assist in paying for the needs of these students. Letter received from DOE that PCA in compliance with Title 1, Part A, Title 1 and McKinney Vento Homeless Title 11 Part A: Office of Civil Rights and Title 111 Federal Programs.
- b. Principal: Enrollment: 687 students with 200 on waiting list. ICT application submitted for a 4th grade student. Twelve month services for 5 students through Summer Camp. Of 53 students submitted for review for promotion/retention 14 required to attend summer school, 6 retained, and 1 8th grade student placed in 9th grade. DESSA visit site on May 18th to monitor state assessment process and interview staff and students.
- c. Finance Report: Revenue is 98.14%. Expenditures: Benchmark for May is 91.7% Actual expenditures for May is 87.02%. We are 4.68% under budget.

8. New Business

- a. Action Items
 1. FY 2017-2018, May 31, 2018 Budget. Mr. Stulir made the motion. Ms. Chaney seconded. Motion approved.
 2. DOE Monthly Budget May 31, 2018. Mr. Mosher made the motion. Mr. Stulir seconded. Motion approved.
 3. Credit Card short term limit increase: Requested by Mr.Parris to increase to \$25,000.00 for summer camp and beginning of year orders. Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Motion Approved.
 4. Compensatory Time Policy Revision to include all employees. Mrs. Moore made the motion. Mrs. Columbo-Kutch seconded. Motion Approved.
 5. Hiring of Staff: to include current gym teacher, volleyball coach and cross country coach. Mrs. Moore made the motion. Mr. Mosher seconded. Motion approved.
 6. Approval of Organizational Performance Framework Compliance Certificate. Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.
 7. Approval of DPAS Bonus for 9 employees as discussed in executive session. Mrs. Columbo-Kutch made the motion. Mrs. Moore seconded. Ms. Chaney abstained. Motion approved.

8. Resignation of Staff: Kelly Hanson. Mrs. Moore made the motion. Mr. Stulir seconded. Motion approved.
9. Salary increase for 2 staff members as discussed in executive session. Mr. Mosher made the motion. Mrs. Columbo-Kutch seconded. Mr. Stulir and Ms. Chaney abstained. Motion approved.
10. Employee Bonuses: One time 2% bonus to employees. Mrs. Columbo-Kutch Made the motion. Ms. Chaney seconded. Motion approved.

Next Board Meeting date/Adjournment – July 24, 2018 Ms. Chaney made the motion. Mrs. Columbo-Kutch seconded. Motion approved.