

**PROVIDENCE CREEK ACADEMY**  
**BOARD OF DIRECTORS MONTHLY MEETING**  
**August 19<sup>th</sup>, 2021**  
**6:00 P.M.**

**Providence Creek Academy Board of Directors Room**

Board Members Present:

Melissa Rhoads

Lisa Moore

Chuck Mosher

Lisa English

Adrian Peoples

Joe Rogerson

Amy Wharry

Elizabeth Colombo-Kutch

Others Present:

Denise Stouffer (Head of School)

Amanda Silcox (Dean of Academics)

Rachael Straightiff

**Regular Meeting 6:00 P.M.**

1. **Call to Order:** The meeting was called to order at 6:02 pm
2. **Pledge of Allegiance, Moment of Silence**
3. **Public Comment-Opportunity to address the Board of Directors:** There was no public comment at this time.
4. **Presentations** – Insurance (postponed until September 2021 meeting)
5. **Board of Directors Organization and Appointment:**
  - a. Re-appointment of the Elizabeth Colombo-Kutch from the position of Parent Member to the position of Board Member.
    1. Motion to re-appoint Elizabeth Colombo-Kutch from the position of Parent Member to the position of Board member made by: Lisa Moore
    2. Second motion made by: Adrian Peoples
    3. The motion to re-appoint Elizabeth Colombo-Kutch from the position of Parent Member to the position of Board member was approved by the Board of Directors.
  - b. Appointment of a Parent Board Member
    1. Motion to nominate and appoint Joe Rogerson as a Parent Board Member made by: Elizabeth Colombo-Kutch
    2. Second motion made by: Joe Rogerson
    3. The motion to appoint and approve Joe Rogerson as a Parent Board member was approved by the Board of Directors.
  - c. Appointment of a Emeritus Non-Voting Parent Member
    1. Motion to nominate Amy Wharry made by: Elizabeth Colombo-Kutch
    2. Motion to approve made by: Chuck Mosher

3. Second motion made by: Lisa Moore
4. The motion to appoint and approve Amy Wharry as a Non-Voting Parent Member was approved by the Board of Directors.

**6. Approval of the July 26, 2021 Board Meeting Minutes**

- a. Motion made by: Lisa Moore
- b. Second motion made by: Adrian Peoples
- c. The motion to approve the July 26, 2021 Board Meeting Minutes was approved by the Board of Directors.

**7. Board Committee Reports**

- a. CBOC Committee: PCA has received 68.24% of expected funding. Local interest income has been removed from the budget to ensure revenue is accurate. Local funds increased by \$150,000. Overall expenditures are at 8%. Charter School grant is on track to be depleted by 11/30/21.
- b. Website Committee: A first draft of the website has been completed and suggestions have been given for modifications for the school website.

**8. Reports:**

- a. Head of School Report: Mrs. Silcox reported on the updated Grading Policy. There has been some parent feedback. The percentage/letter cutoffs were not changed, as previously discussed. Mrs. Silcox would like to continue to seek parent feedback as the school year begins. Core classes will have a minimum of 8 (changed from 6) graded assignments. The percentages for High Honors and Honor Roll need to be updated on the draft policy to reflect the grading scale. Mrs. Silcox and Mrs. Stouffer would like to have homeroom teachers reach out to parents as well during the school year to boost parent feedback. Edits include: applies to all classes (not just core classes), high honors as 93% and honors as 85%. Mrs. Stouffer highlighted the purchases of new teacher computers, maintenance of school bus paint, and classroom book shelves.

**9. Executive Session:** *Pursuant to 29 Del. C. § 10004(b) (1) and (2) Providence Creek Academy Board will call for an executive session closed to the public pursuant to subsections (c) and (e) of this section, to discuss personnel matters in which the names, competency and abilities of individual employees are discussed.*

- a. Motion to go into executive session made by: Lisa Moore
- b. Second motion made by: Elizabeth Colombo-Kutch
- c. The motion to go into executive session was approved by the Board of Directors.
- d. Motion to come out of executive session made by: Lisa Moore
- e. Second motion to come out of executive session made by : Chuck Mosher
- f. The motion to come out of executive session was approved by the Board of Directors.

**10. New Business:**

- a. Action Item: The Board will determine if it wishes to approve the Preliminary SY2021/2022 July Budget.
  - 1. Motion made by: Adrian Peoples
  - 2. Second Motion made by: Lisa English
  - 3. The motion to approve the Preliminary Sy2021/2022 July Budget was approved by the Board of Directors.
- b. Action Item: The Board will determine if it wishes to approve the DOE Monthly July 2021 Budget.
  - 1. Motion made by: Chuck Mosher
  - 2. Second motion made by: Elizabeth Colombo-Kutch
  - 3. The motion to approve the DOE Monthly July 2021 Budget was approved by the Board of Directors.
- c. Action Item: The Board will determine if it wishes to approve the hire of Christopher Rendina as the Upper School Special Education Teacher. This is a one-year position for SY21/22.
  - 1. Motion made by: Lisa English
  - 2. Second motion made by: Adrian Peoples
  - 3. The motion to approve the hire of Christopher Rendina as the Upper School Special Education Teacher for a one year position for SY 21/22 was approved by the Board of Directors.
- d. Action Item: The Board will determine if it wishes to approve the hire of Matthew Vaughan as the technology teacher.
  - 1. Motion made by: Elizabeth Colombo-Kutch
  - 2. Second motion made by: Adrian Peoples
  - 3. The motion to approve the hire of Matthew Vaughan as the technology teacher was approved by the Board of Directors.
- e. Action Item: The Board will determine if it wishes to approve the hire of Valerie Kauffman as the art teacher.
  - 1. Motion made by: Lisa Moore
  - 2. Second motion made by: Elizabeth Colombo-Kutch
  - 3. The motion to approve the hire of Valerie Kauffman as the art teacher was approved by the Board of Directors.
- f. Action Item: The Board will determine if it wishes to approve the hire of LaToya Brown as the 8<sup>th</sup> grade math teacher.
  - 1. Motion made by: Adrian Peoples
  - 2. Second motion made by: Lisa English

3. The motion to approve the hire of LaToya Brown as the 8<sup>th</sup> grade math teacher was approved by the Board of Directors.
- g.** Action Item: The Board will determine if it wishes to approve the hire of a fourth grade teacher. (*action item tabled*)
- h.** Action Item: The Board will determine if it wishes to approve the hire of Michelle Ruiz as the kindergarten teacher.
1. Motion made by: Chuck Mosher
  2. Second motion made by: Lisa Moore
  3. The motion to approve the hire of Michelle Ruiz as the kindergarten teacher was approved by the Board of Directors.
- i.** Action Item: The Board will determine if it wishes to approve the hire of Anthony Gamble as the physical education and health teacher resident.
1. Motion made by: Adrian Peoples
  2. Second motion made by: Elizabeth Colombo-Kutch
  3. The motion to approve the hire of Anthony Gamble as the physical education and health teacher resident was approved by the Board of Directors.
- j.** Action Item: The Board will determine if it wishes to approve the resignation of Michala Messick.
1. Motion made by: Elizabeth Colombo-Kutch
  2. Second motion made by: Lisa Moore
  3. The motion to approve the resignation of Michala Messick was approved by the Board of Directors.
- k.** Action Item: The Board will determine if it wishes to approve the resignation of Sean Todd Jr.
1. Motion made by: Chuck Mosher
  2. Second motion made by: Adrian Peoples
  3. The motion to approve the resignation of Sean Todd Jr. was approved by the Board of Directors.
- l.** Action Item: The Board will determine if it wishes to approve the resignation of Guy Cooper.
1. Motion made by: Lisa Moore
  2. Second motion made by: Lisa English
  3. The motion to approve the resignation of Guy Cooper was approved by the Board of Directors.
- m.** Action Item: The Board will determine if it wishes to approve the resignation of Connie Escudero.

1. Motion made by: Chuck Mosher
2. Second motion made by: Adrian Peoples
3. The motion to approve the resignation of Connie Escudero was approved by the Board of Directors.

**11. Old Business:**

- a. Action Item: The Board will determine if it wishes to approve the Grading Policy with the edits as discussed.
  1. Motion made by: Chuck Mosher
  2. Second motion made by: Elizabeth Colombo-Kutch
  3. The motion to approve the Grading Policy with the edits as discussed was approved by the Board of Directors.
- b. Action Item: The Board will determine if it wishes to modify the public meeting dates to the last Monday (excluding November and December which will fall on a Thursday) of the month or last Thursday of the month.
  1. Motion to move the public meeting dates to the last Monday of the month made by: Adrian Peoples
  2. Second motion made by: Elizabeth Colombo-Kutch
  3. The motion to modify the public meeting dates to the last Monday (excluding November and December which will fall on a Thursday) of the month or last Thursday of the month was approved by the Board of Directors.

**12. Adjournment:** Next Board Meeting Monday, September 27<sup>th</sup>, 2021 at 6:00 pm

1. Motion made by: Adrian Peoples
2. Second motion made by: Elizabeth Colombo-Kutch
3. The motion to adjourn the meeting was approved by the Board of Directors
4. ***\*\*After meeting adjournment, a notice was sent to change the meeting to Monday, September 20, 2021 due to insurance presentations.***

*Pursuant to 29 Del. C. § 10004e(2), the agenda is subject to change to include additional items including executive sessions that arise at the time of the Board's meeting. The Providence Creek Academy Board reserves the right to hear any matter out of its order during the meeting. The Board may take breaks during the meeting.*