

PROVIDENCE CREEK ACADEMY

BOARD OF DIRECTORS MONTHLY MEETING

Tuesday, January 26, 2016 NEW DATE Tuesday, February 2, 2016

7:00 p.m.

Providence Creek Academy Library

Present: Amy Santos, Chris Craig, Gary Stulir, Lisa Moore, Melissa Rhoades, Guy Cooper, Elizabeth Columbo- Kutch

Staff Present: Charles Taylor, Audrey Erschen, Danielle Moore

1. **Call to Order, Pledge of Allegiance, Moment of Silence**
2. **Changes to the Agenda**
3. **Presentation of Award** –Congratulations to the grounds crew for a job well done during the blizzard.
4. **Opportunity to address the Board of Directors** - President Amy Santos read the events leading up to the Audit.
5. **Approval of the December 22, 2016 Board Meeting Minutes** - Melissa Rhoades made the motion, Lisa Moore seconded. All in favor? Motion passed.
6. **Board Committee Reports**
 - a. CBOC Committee – The committee met this week to review the budget. Recommendations to move some money to different line items have been submitted.
 - b. Oversight Committee – meeting in March
7. **Reports**
 - a. **Head of School** - The Bomb Threat Report has been revised. PCA has received information from DTI on how to trace a bomb threat call if we were to receive one. There will be a meeting with the Department of Homeland Security on February 16, from 11-12 at Capital School District. PCA is currently getting numerous bids for safety film on all school windows. PCA website is in compliance.
 - b. **Principal's Report** – Online enrollment process began for the 2016-2017 school year on November 2nd. 259 applications have been received to date. Enrollment closed January 13. 231 students applied for enrollment. 3rd benchmark for RTI is underway. There are 30 students with a 504 plan. 19 teacher observations have been completed so far this year.
 - c. **Finance Report (January)** - \$2.5 million in the bank. Checking account has been reconciled.
 - d. **Curriculum Report** – All Kindergarten teachers have completed the entry of their data into the system. The Citizenship workshops will be held Tuesday, January 26 and

Thursday, January 28. All student parents have been contacted to confirm attendance. Mrs. Moore has met with Liru Zhang our Assessment Liaison at DOE. She reviewed our testing calendar and commended the way we have the schedule developed. During the January PTO meeting Mrs. Moore presented information to the parents on the Smarter Balanced test and things that they can do at home to help their students. Mrs. Moore has been working on the pamphlet for electives for the second half of the school year. Walkthroughs are continuing to go well.

- e. **School Climate Report** – Met on January 12 (delayed due to scheduling)
There has been a safety issue brought up regarding ski masks on campus. There is also an electronic issue regarding Smart Watches on campus.

8. New Business

a. Action Items

1. **FY 2015-2016 December 31, 2015 Preliminary Budget:** Chris Craig made the motion, Melissa Rhoades seconded. All in favor? Motion passed.
2. **DOE Monthly Budget December 31, 2015** - Melissa Rhoades made the motion, Christ Craig seconded. All in favor? Motion passed.
3. **Approval of Line Item Budget Adjustment** - Elizabeth Columbo-Kutch made the motion, Guy Cooper seconded. All in favor? Motion passed.
4. **Revision of Bomb Threat Report Form** - Lisa Moore made the motion, Melissa Rhoades seconded. All in favor? Motion passed.
5. **Code of Conduct, Accessories: Phone/Watches, Ski Masks Revisions** - Elizabeth Columbo-Kutch made the motion, Gary Stulir seconded. All in favor? Motion passed.
6. **Drug Free Workplace Policy** - Melissa Rhoades made the motion, Chris Craig seconded. All in favor? Motion passed.
7. **Safety in the Workplace – Reasonable Suspicion Policy Revision** - Chris Craig made the motion, Melissa Rhoades seconded. All in favor? Motion passed.
8. **Head Athletic Coach Position Description Revision** - Elizabeth Columbo-Kutch made the motion, Lisa Moore seconded. All in favor? Motion passed.
9. **Pay for Employee Contracted** - Lisa Moore made the motion, Melissa Rhoades seconded. All in favor? Motion passed.
10. **Resignation of Staff Member** - Elizabeth Columbo-Kutch made the motion, Lisa Moore seconded. All in favor? Motion passed.

Next board meeting - February 23, 2016