

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

**Tuesday, February 23, 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 Awards**
- 4. Opportunity to address the Board of Directors**

**5. Approval of the February, 2 2016 Board Meeting Minutes (January 26, 2016 Board Meeting cancelled due to snow):** Lisa Moore made the motion. Chris Craig seconded. All in favor? Motion passed.

**6. Board Committee Reports**

a. **CBOC** – Revenue is 93.49%. The expenditure benchmark for January is 58.3%. The actual expenditures are 59.81%; 1.5% over budget due to early year purchases. Next board committee meeting is on Tuesday, March 15<sup>th</sup>

b. **Oversight Committee** – Next meeting to be determined.

c. **Head of School Search Committee** – There is a pool of 30 applicants which are to be narrowed down to 5 or 6 candidates.

d. **I.B. Visit Report** – Committee visited Sussex Academy and Newark Academy to see how I.B. curriculum is used first hand.

**7. Reports**

a. **Head of School** – Reported information to state about process of lottery. On Feb 16<sup>th</sup>, Mr. Taylor and Mrs. Willey attended a DOE conference about bombing threats. Safety committee was briefed on information obtained from this meeting. PCA's 990s have been completed.

b. **Principal's Report** – PCA is fully enrolled with 148 applicants on the waiting list. Parent council meeting was held on Feb 9<sup>th</sup> and one parent attended. Next meeting is March 23 at 5:00pm. Mrs. Erschen met with Special Education teachers and did a spot check. RTI PLC's were completed on February 12<sup>th</sup>. The DPAS II Specialist is moving along swiftly with classroom observations.

c. **Finance Report** – 1.5% over budget due to purchase of buses in the beginning of the year.

d. **Curriculum Report** – Teachers are beginning to take their courses for administering the Smarter Balanced and DCAS assessments. In order to ensure the highest level of test security, teachers are also being required to take the test security module.

On February 12, 2016 Mrs. Moore met with Fourth grade and all of the upper school to review their scope and sequences in Math and ELA. She will be working to update the scope and sequences and add assessments based on feedback from teachers.

Spring Break Academy will occur Tuesday – Friday of Spring Break from 8:30-12:15. Students will engage in project based learning during the week as well as practice using Smarter Balanced.

The new Core Arts Standards are on the agenda for approval by the State of Board of Education in March. The Core Arts Standards include standards for Theater, Visual Arts, dance, Music and media Arts.

e. **School Climate Report** – Next meeting is in April

## 8. New Business

### a. Action Items

1. **FY 2015 -2016 January 31, 2016 Preliminary Budget** : Chris Craig made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.

2. **DOE Monthly Budget January 31, 2016**: Melissa Rhoades made the motion. Chris Craig seconded. All in favor? Motion passed.

3. **Hiring of Staff**: Guy Cooper made the motion. Lisa Moore seconded. All in favor? Motion passed.

4. **Approval of 2013, 2014, 990 Tax Filing**: Gary Stulir made the motion. Lisa Moore seconded. All in favor? Motion passed.

**9. Next Board Meeting/Adjournment**: March 22<sup>nd</sup>: Lisa Moore made the motion. Chris Craig seconded. All in favor? Motion passed.