

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

**Tuesday, March 22, 2016**

**7:00 p.m.**

**Providence Creek Academy Library**

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

**Staff Present: Charles Taylor, Audrey Erschen, Danielle Moore.**

- 1. Call to Order, Pledge of Allegiance, Moment of Silence – 7:01p.m.**
- 2. Changes to the Agenda**
- 3. Presentation of Awards**
- 4. Opportunity to address the Board of Directors** – Letter read on behalf of resigning staff member.

**5. Approval of the February 23, 2016 Board Meeting Minutes:** Lisa Moore made the motion. Chris Craig seconded. All in favor? Motion passed.

**6. Board Committee Reports**

a. **CBOC:** Revenue is at 94.59%. Expenditures benchmark for February is 66.67% with actual February expenditures at 67.86%. PCA was 1.2% over budget due to supplies and bus purchases. There is a bank meetings coming up involving PCA's mortgage.

b. **Oversight Committee:** Performed background checks. The committee randomly selected student binders to check for compliance. The committee also checked to make sure payroll is in compliance. Everything checked out 100%.

Next oversight committee meeting is in June

c. **Head of School Search Committee:** The Head of School candidate pool has been narrowed down to 5. There will be a meeting on the 23<sup>rd</sup> to interview the candidates selected from the first pool.

**7. Reports**

a. **Head of School:** We are moving forward with our search for a new Head of School. The Percussion Ensemble will perform in the dining hall on Thursday throughout the day. PCA is moving forward with the June Service Learning day for each grade. This will be an exciting

opportunity for the school community. The goal is to expose each student to what they can do to help their community and neighbors.

**b. Principal's Report:** PCA is fully enrolled with 134 applicants on the waiting list. The snapshot for April 1<sup>st</sup> Unit Count will be taken early morning April 4<sup>th</sup>. Students must be preregistered by Thursday, March 24, 2016. PCA currently has 36 IEPs; 3 in the process of evaluation. 6 receive occupational therapy. There are 8 speech only IEPs; while 5 are due for speech reevaluation.

Mrs. McClellan has resigned; effective April 1, 2016. Mrs. McClellan will be working at PCA on a volunteer basis to ensure continuation of the PCA RTI program.

A new math specialist has been hired. Special Ed staff will be conducting Child Find in order to keep Kindergarten teachers in the classroom.

**c. Finance Report:** Revenue is at 94.59%. Expenditures benchmark for February is 66.67% with actual February expenditures at 67.86%. PCA was 1.2% over budget. PCA wrote 14 checks. Every check is accounted for.

The USDA fund is at \$105,000

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

The 5 essentials survey window closed on Friday, March 18, 2016. This survey is completed by parents, students and teachers according to UChicago, the host of the survey. This survey provides an "x-ray for schools and districts that identifies areas of strength and those in need of support.

Spring Break Academy will occur Tuesday-Friday or Spring Break from 8:30-12:15pm. There will be 41 students that are participating in the Academy. 6 teachers will be instructing students in both Reading and Math. Groups will have no more than 7 students.

Based on our new grading policy Mrs. Moore has been working to create or revise end of year assessments for ELA and Math in grades K-2. The Academic Excellence Committee agreed that changes and additions were needed.

The professional learning grant is due by March 23, 2016. Mrs. Moore has been working on the grant and has been reflecting on where we need to go with the application for the grant. Two teachers have participated in the Delaware Dream Team through LearnZillion and both have raved about the learning that they have acquired through the program. Mrs. Moore is also working on a Comprehensive Induction Program Grant. This grant is used to expand the support for the new teachers (within the 3 year mentoring program).

**e. School Climate Report:** Next meeting is on April 12, 2016. 4-5pm

## 8. New Business

### a. Action Items

1. **FY 2015 -2016 February 29, 2016 Preliminary Budget:** Chris Craig made the motion, Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.
2. **DOE Monthly Budget February 29, 2016:** Elizabeth Columbo-Kutch made the motion, Chris Craig seconded. All in favor? Motion passed.
3. **Resignation of Staff:** Lisa Moore made the motion, Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.
4. **Hiring of Staff:** Chris Craig made the motion, Guy Cooper seconded. All in favor? Motion passed.
5. **Approval of School Year 2016 – 2017 (Starting before Labor Day):** Guy Cooper made the motion, Lisa Moore seconded. All in favor? Motion passed.
6. **Approval to move forward as discussed in executive session:** Lisa Moore made the motion, Chris Craig seconded. All in favor? Motion passed.

**9. Next Board Meeting/Adjournment:** April 26/7:46 p.m. – Lisa Moore made the motion, Chris Craig seconded. All in favor? Motion passed.