

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING

Tuesday, May 24, 2016

7:00 p.m.

Providence Creek Academy Library

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

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

- 1. Call to Order, Pledge of Allegiance, Moment of Silence – 7:04p.m.**
- 2. Changes to the Agenda N/A**
- 3. Presentation of Awards**
- 4. Opportunity to address the Board of Directors –** PTO addressed the Board of Directors regarding more advanced technology for PCA.

5. Approval of the APRIL, 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 96.41%. Expenditures benchmark for April was 83.30%. Actual expenditures were 84.83%. April had 3 pay cycles. There are no more 3 pay cycle periods remaining in FY 2015-2016. A balanced budget is being forecasted for the end of the year. Next meeting is June 14, 2016 at 2:00pm.

c. **Head of School Search Committee:** One candidate was interviewed. Board of Directors are still narrowing candidate pool for more candidate interviews.

7. Reports

a. **Head of School:** More resumes from Carney Sandoe have been sent in and reviewed. The Quarterly Safety Committee met on May 19, 2016 to discuss the Table Top Exercise that we are required to perform once a year. This year's topic was a student being struck by a car while dismissal of the school was in process.

Girls on the Run completed their season with a 5k run on Saturday at Silver Lake Park in Dover. On May 13th, the PCA Concert Choir attended the annual Trills and Thrills music festival. The choir was adjudicated against a criteria of Tone, Intonation, Diction, Technique, Interpretation,

Balance, and Musical Repertoire Content. The choir earned a “Superior rating, which is the highest possible rating of 90-100 points. Congratulations to the Concert Choir.

The Board of Directors will be meeting for a Board retreat on May 25th from 6:00-8:00 pm.

b. Principal’s Report: PCA is close to full enrollment with 150 applicants on the waiting list. Unit count is at 38.84. The target is 40 unit counts. There are 36 students that have active IEPs, 4 speech and 6 for OT services. PCA is looking for a speech therapist and Occupational therapist for the Fall.

We have received our initial data on the School Climate Survey that was administered in October. Students, Parents and Staff completed it. A brief analysis of the data was indicative of a strong school climate at PCA.

On May 16th and May 17th 2016, PCA held its annual Kindergarten child Find event to screen all new incoming kindergarteners who will attend PCA in the Fall of 2016. There were 69 total scheduled students. 64 came, 52 were kindergarten ready and 12 showed some possible academic problems.

c. Finance Report: 97.85% income in. 83.3% expended. The budget is projected to be even at the end of the year. A decision on the new Dining Hall manager will be made soon.

d. Curriculum Report: Testing is going extremely well. We have had no incidents or violations and the scores look GREAT!!!! We did have one issue one day with a 5th grade group when the testing site was down on the states end. The outage only affected the first group of testing and they instead did their Math Inventory and we moved their Smarter Balanced to a makeup day the following week. Due to the flexibility of the teachers we have been able to get almost all makeup tests completed.

All K-2 end of year assessments were created and given to the teachers who are working on administering them to the students. After all tests are complete teachers will submit them to so that data can be gathered on the assessments and determine if any changes need to be made for next school year.

As members of the Science Coalition we have the opportunity to participate in a pilot of some of the new science kits that the state has been working on. We are still waiting on more details about this.

Teachers that are in the mentoring program have begun to submit their portfolios for the year. As they complete their requirements, all the information is being reviewed and their profile is being updated in the system to reflect completion.

DOE has hired a new Education Associate for Math and he is working with the Math Coalition to help improve math across the state. Mrs. Moore met with him one on one and shared some of our successes and areas for improvement and he shared his plans. Starting in the 2016-2017 school year there will be a \$500 fee to be a member of Math Coalition. The benefits to this are that we are able to continue to be members of the coalition and have a vote on what the

coalition uses the money for. We also are given access to professional development modules and other professional development support.

The last day for tutoring this year is Thursday, May 26. This year we had 37 students participate in tutoring with 6 tutors. Many of the students received tutoring in both Reading and Math. Mrs. Moore has contacted Follett to get more information about their library software. After having discussions with other librarians in the state this seems to be a software program that could meet our needs. We also have a student from First State Military that will be coming in a few days a week to assist in the library with labeling books, putting books away, etc.

e. School Climate April 12: The bus code of conduct will be aligned with the school code of conduct. Other areas of concern for the committee are bullying, athletic policy and dress code consistency.

8. New Business

a. Action Items

1. FY 2015-2016 April 30, 2016 Preliminary Budget: Chris Craig made the motion, Lisa Moore seconded the motion. All in favor? Motion passed.

2. DOE Monthly Budget April 30, 2016 Chris Craig made the motion, Lisa Moore seconded. All in favor? Motion passed.

3. Approval of Employment Contracts for FY 2016-2017 Lisa Moore made the motion, Melissa Rhoades seconded. All in favor? Motion passed. Guy Cooper abstained

4. Student Matter S16-04 Elizabeth Columbo-Kutch made the motion, Guy Cooper seconded. All in favor? Motion passed.

9. Next Board Meeting/Adjournment: June 21/ 7:00 p.m. – Melissa Rhoades made the motion, Chris Craig seconded. All in favor? Motion passed.