

Providence Creek Academy

Board of Directors Monthly Meeting

Tuesday, September 27, 2016

7:00 p.m.

Providence Creek Academy Library

Board of Directors Present: Amy Santos, Lisa Moore, Melissa Rhoades, Elizabeth Colombo-Kutch, Gary Stulir, Guy Cooper,

Administration Present: Chuck Taylor, Audrey Erschen, John Epstein

1. **Call to Order, Pledge of Allegiance, Moment of Silence** – 7:04pm
2. **Changes to the Agenda** – Addition of 9 under New Business – Action Items
3. **Presentation of Awards** – Reading of a letter written to a team of PCA teachers. Sheppard's Place sent a thank you to Girls on the Run for their donation last year.
4. **Opportunity to Address the Board of Directors** – Parents addressed the Board regarding the new Eureka math curriculum. Audit Report – Presented by Barbacane, Thornton & Company LLP. DPASII Presentation – Component 5 (student growth component) is changing.
5. **Approval of the August 23, 2016 Board Meeting Minutes** – Melissa Rhoades made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.
 - a. **Approval of Special Emergency Executive Board Meeting September 16, 2016.** Melissa Rhoades made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.
6. **Board Committee Reports**
 - a. **CBOC** – Revenue is 57.48%. Expenditures: benchmark for August is 16.6%. Actual expenditures were 17.16% for August. We are .56% over target benchmark due to purchase of supplies at the beginning of the school year.
 - b. **Oversite Committee** – Board committee met Monday September 26th. All items that were selected for review: Unit Cunt Comprehensive Enrollment, Checking Account reconciliation, Payroll Procedures, sports player's contracts to be stored in the main office for information purposes. All items are in order.
 - c. **Head of School Committee** – Mr. Taylor and Ms. Rhoades traveled to meet with the potential Head of School. Mr. Taylor and Ms. Rhoades were able to meet the potential Head of School will visit in early November to interview with the Board.

7. Reports

- a. **Head of School** – Progress is being made in our curriculum as well as our school climate and culture. A new Math Curriculum has started. Our Dining Hall has vastly improved the delivery of food for both students and staff. The quality has improved as well as the participation rate with both students and staff.

Providence Creek Academy is taking part in the new DPAS Teacher Evaluation System. Our Buildings and Ground Staff have been working to maintain and improve the facilities. All lights in the buys yard will be replaced in the next week or so as well as installment of a post and rail fence along the west side of our drive from the pond to the drive way around the school.

The third and final computer cart will be finished early this week which will give us a total of 5 carts. The Delaware Charter School Network presented to the State Board on Thursday, September 15. Mr. Taylor was part of the presentation and talked about how we work with other traditional School Districts as well as other Charter Schools.

Ms. Rhoads and Mr. Taylor traveled on September 21 to meet with the candidate. They observed the operation of the district. The oversight committee is scheduled to meet on Monday, September 26 starting at 3:00PM.

- b. **Principal's Report**

There are currently 700 students enrolled. PCA still has a waiting list of 146. Schedule changes have been done based on teacher recommendation. Teachers are completing both paper and electronic attendance. There is a work sample requirement for the last 10 days of the September 30th count. Mrs. Knorr-Hayden and Mrs. Erschen are reviewing students who are identified in both eSchoolPLUS and IEPPLUS to insure records match. 0 days as required by IDEA.

The 2016-2017 Consolidated Grant Application has been approved. We have received \$252361 in Title 1, Title 2 and IDEA.

- c. **Finance Report**- Certain categories on the budget are high because of beginning of the year supplies and materials purchases. DOE budget shows \$2.5 million in the bank.
- d. **Curriculum Report** – During the upcoming weeks, teachers will begin to transition to Open Educational Recourses in the core curriculum area of mathematics. To recap last month's report, the primary purpose for the transitioning to the Eureka math materials allows PCA to supplement in K and supplant our current curricular resources in 1st – 8th with limited cost. The curriculum is closely aligned with Common Core State Standards and the State's Smarter Balanced assessments. By mid-October, all grade levels will use Eureka Math as the core of their mathematics instruction.

To support the faculty during the 2016-2017 school year, teachers began attending professional learning community meetings being held on Tuesdays and Thursdays. Several grade levels will be exploring effective means to manage classroom behaviors to increase student engagement and academic performance. Teachers will also develop practices to meet the variety of learning levels present in their classrooms. The PLCs reinforce the professional trainings that occurred prior to the start of the school year.

Our math specialist, Amanda Silcox and our reading specialist, Jennifer Morris have conducted our baseline assessments using the Scholastic Math Inventory and Scholastic Reading Inventory to appropriately place our students in math and reading support groups, response to intervention. The baseline data, coupled with targeted instructional plans, provide our struggling students the opportunity to gain the foundational skills necessary to master grade level expectations during their RTI sessions.

Four teachers (Mr. Cooper, Mrs. Hennessey, Mr. Ferster and Ms. Laird) will be piloting an online math support tool, Reflex Math. The grant funded tool provides teachers and students a game-based online tool, which has demonstrated substantial success with students learning essential math skills, a requisite to extend learning to more complex, higher order-thinking mathematics.

e. **School Climate Report** – No Report

8. **New Business**

a. Action Items

1. **FY 2016-2017 August 31, 2016 Preliminary Budget (No changes)** – Gary Stulir made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.

2. **DOE monthly Budget August 31, 2016** – Melissa Rhoades made the motion. Gary Stulir seconded. All in favor? Motion passed.

3. **School Lunch Price Increase** – Lisa Moore made the motion. Guy Cooper seconded. All in favor? Motion passed.

4. **Suicide Prevention Policy Approval** – Elizabeth Columbo-Kutch made the motion. Melissa Rhoades seconded. All in favor? Motion passed.

5. **Student Code of Conduct revision (Cell Phone)** – Guy Cooper made the motion. Elizabeth Columbo-Kutch seconded. All in favor? Motion passed.

6. **Part-time Employee Contract Policy elimination** – Elizabeth Columbo-Kutch made the motion. Melissa Rhoades seconded. All in favor? Motion passed.

7. **Resignation of Staff** – Melissa Rhoades made the motion. Lisa Moore seconded the motion. All in favor? Motion passed. Guy Cooper abstained.

8. **Hiring of Staff** – Elizabeth Columbo-Kutch made the motion. Lisa Moore seconded. All in favor? Motion passed. Guy Cooper abstained.

9. **FY 2015-2016 Audited Financial Statements** - Gary Stulir made the motion. Lisa Moore seconded. All in favor? Motion passed.

9. **Next Board Meeting date/Adjournment** – October 25, 2016/ 8:41 Melissa made the motion. Lisa seconded. All in favor? Motion passed.