

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
November 20, 2012

Present: Audrey Erschen, Dr. Charlie Wilson, Ed Ide, Christian Craig, Robyn Roberts,
and Amy Santos

Executive Session 6:00 P.M. Board Room

Personnel and Negotiations

Regular Meeting 7:30 P.M. Library

1. Call to Order – 7:54pm
 - Pledge of Allegiance -observed
 - Moment of Silence - observed
 - Change to the Agenda – (e) addition for approval of recommended vendor landscaping; (f) one time compensation to PCA staff members as previously discussed

2. Presentation of Awards –IDEA award
 - a. “Inches and Miles” Award Delaware Charter School Network – Mrs. Erschen presented award and book – we tied with another charter school We were nominated for Community; Tarah Curl was nominated; Trina Willey was also nominated

3. Opportunity to address the Board of Directors
 - a. Cindy Daniels CPR presentation – We have a fifth grade student with ‘qt’ syndrome so felt it was important for our staff to be trained in CPR. We have a baby dummy, a child dummy, and an adult dummy. All have light indicator to tell if CPR is being performed correctly
 - b. We also have AED machines – one for each building. Ms. Daniels learned that if someone is flatlining than the AED machine will not help, only CPR.
 - c. Ms. Daniels is allowed to train nine people per 4 hours because of having one dummy. Proposal is to charge staff members \$15 for the training to cover costs and build a fund to potentially purchase more dummies. Purchased training masks and a mouthpiece for each person.

4. Approval of the October 2012 Board Meeting Minutes – Ide/Santos
 - Board Committee Reports
 - a. Facilities Committee – Ed Ide: A lot of work is being done- grass, football fields. Also a meeting on 11/29 with Hillyards at 1:00pm
 - b. Code of Conduct Committee – see written reports - 133 discipline referrals this month- including transportation – On October 26th attended the bullying training - Police officer and K-9 unit – November 7th locker

room is off limits until further notice due to an incident - Meeting scheduled next month for further discussion on this matter

- c. Charter School Citizen Budget Oversight Committee – met yesterday at 1pm, Ed Ide was not able to attend but discussed the meeting with Mrs. Erschen - Final audit has not come in yet. Our auditor has requested to meet with Bill Bentz. Mr. Bentz indicated that he has not had to do this before. We filed for a 90 day extension to file our tax documents.
- d. Personnel Committee – personnel met yesterday – will be discussed
- e. School Development Committee – Dr. Wilson attended a retirement dinner last night and mentioned involvement with PCA. He had a long discussion with the man in charge of Foundations and intends to meet with him after the holidays to discuss how we can work together.
- f. Curriculum Committee – New resources gathered from Scholastic points; K and 1 report card changes

5. Reports

- a. Principal – see written report- received notification of our consolidated grant monies coming in –
 - Auditors for IDEA – they requested receipts for Title 1 purchases; we did not have those on hand. Have until December 10th to rectify- most are in reference to parent notification as a Title 1 school. It is a matter of drafting and sending a letter.
 - Walmart in Middletown has reached out to us asking for use of one of our buses to shuttle employees (5pm- 10:30pm on Thanksgiving; and 4:30am- 9am on Black Friday)
- b. Operations – add a ‘g’ – We acquired new equipment / add an ‘h’ – accident: workman’s comp- injured fingers; also looking for shovel to attach to the John Deere tractor
Question regarding the \$800 stipend for coaching staff. This was one of the items that was previously discussed by the Board to address.
- c. Instruction – see written report
- d. Business/Facilities – see written report

6. Unfinished Business - none

7. New Business

- a. Approval of FY 2012-2013 Preliminary Budget – Ide/Craig
- b. Approval of DOE Monthly Budget October 2012 - Ide/Craig
- c. Approval of FMLA – Craig/Santos
- d. Approval of Service Agreements – including both agreements as explained in Executive session – Ide/Santos
- e. Approval of Recommended Landscape Vendor- Springhaus – Ide/Santos
- f. Approval of one time compensation to PCA staff members as previously discussed in Executive session – amounts and appropriate personnel as recommended

Next meeting will be December 19, 2012 – Executive session at 5:30pm and
Public session at 6:00pm (before the winter concert at 7:00pm)

8. Adjournment - 8:36 – Ide/Santos