

Providence Creek Academy Charter School
Board of Directors Monthly Meeting
May 27th, 2026
6:00 P.M.
PCA Business Room
Conference Call: (513) 386-0000
Access Code: 290054

Board Members in Attendance: Adrian Peoples, Joe Rogerson, Lisa English, Chuck Mosher, Elizabeth Colombo-Kutch, Joe Rogerson, Julie Hoffman, Kiera McGillivray

Others in Attendance: Denise Stouffer, Rachael Straightiff

Regular Meeting 6:00 P.M.

1. **Call to Order:**
 - a. Meeting called to order at: 6:01 pm
2. **Pledge of Allegiance & Moment of Silence**
3. **Public Comment:** Opportunity to address the Board of Directors
 - a. Anyone wishing to make a public comment via the conference call line must email Rachael.Straightiff@pca.k12.de.us with their name and the comment topic at least two hours before the start of the meeting.
 - b. No members of the public present for public comment. Rachael Straightiff is on campus.
4. **Approval of the Below Board Meeting Minutes:**
 - a. March 30th, 2026
 - i. Motion to approve made by: Elizabeth Colombo-Kutch
 - ii. Second motion to approve made by: Chuck Mosher
 - iii. Abstained: Joe Rogerson
 - iv. The motion to approve the March 30th, 2026 Board Meeting Minutes was approved by the Board of Directors.
 - b. April 20th, 2026:
 - i. Motion to approve made by: Elizabeth Colombo-Kutch
 - ii. Second motion to approve made by: Chuck Mosher
 - iii. Abstained: Joe Rogerson
 - iv. The motion to approve the April 20th, 2026 Board Meeting Minutes was approved by the Board of Directors.
 - c. April 27th, 2026: Joe and Julie Abstained
 - i. Motion to approve made by: Chuck Mosher
 - ii. Second motion to approve made by: Elizabeth Colombo Kutch
 - iii. Abstained: Joe Rogerson
 - iv. The motion to approve the April 27th, 2026 Board Meeting Minutes was approved by the Board of Directors.
5. **Board Committee Reports:**
 - a. CBOC Committee:
 - i. PCA has received 99% of its revenue for this fiscal year.
 - ii. Local District Funding Misc increased by \$106,354.45 due to the funds for the school's mortgage being deposited back into the school's Citizen's Bank account. These funds were then processed and paid to PNC for the school's USDA mortgage with PNC Bank.
 - iii. Local Interest Funds were increased by \$6,572.72 based on current interest rates.

- iv. As of April 30th, PCA's contingency was \$348,044 which is \$126,831.74 above the required contingency.
- v. PCA is 83% into the fiscal year, and overall expenditures are at 76%, which is approximately 4.8% under the actual percentage for this month.
- vi. PCA's overall expenditures were at 69% last month, which was approximately 4.8% under the actual percentage for this month.
- vii. In the Transportation Department, expenditures are currently at 82%, which is 1% under the actual percentage for this month in the Charter Transportation (05177) budget.
- viii. There is \$68,994.48 in unallocated funds for transportation which will be consumed by summer payrolls for the Transportation Department which will occur in FY27.
- ix. In the Cafeteria Department, expenditure is currently at 83%, which equals the actual percentage for this month.
- x. PCBT Expenses have been reviewed for this month.
- xi. The PNC Bank Statements were reviewed for this month.
- xii. PCA PCard Reconciliation was reviewed for this month.
- xiii. PCBT PCard Reconciliation was reviewed for this month.
- b. Expansion Committee
 - i. PCA has been awarded the Longwood Foundation Grant for \$1 million dollars. This allows PCA to begin the next phase of the expansion project (Request for Proposal) while pursuing additional grant funds.
 - ii. The partnership with Hanover Research has been very valuable in providing feedback on grant applications.
 - iii. The Crystal Trust Grant and Birch Foundation grants are in process and are slated to be completed within the next month.
 - iv. The tour from Welfare Grant was conducted last week and PCA should be hearing back by June 9th.
 - v. Next steps with Longwood are to attend a workshop on June 25th and a presentation with the trustees on June 12th.
 - vi. Mrs. Stouffer has gone to Kent County court 3 times to discuss ordinances, attend a workshop and for a public hearing.
 - vii. PCA has been working diligently with USDA for assistance with going to settlement on bond refinance, which goes to closing tomorrow morning pending Board approval. This refinance will save PCA approximately \$22,000 in fees per year.
 - viii. WSFS is quoting PCA an interest rate of 4.99% for the next five years. A giant kudos to Paul Hughes at WSFS for his work with PCA during this process.
 - ix. There will be a total of \$103,400.28 in fees for closing costs.

6. Reports:

- a. Head of School Report
 - i. The end of year brings many events, including choral, band and dance performances, sports banquets, 5th Grade Wax Museum, Field Day, Grade Level Fun Days
 - ii. Last student day is June 5th

7. **Executive Session:** Pursuant to 29 Del. C. § 10004 (b) (1), (4), and (9) Providence Creek Academy Board will call for an executive session closed to the public.

- a. Motion to enter Executive Session made by: Elizabeth Colombo-Kutch
- b. Second motion to enter Executive Session made by: Joe Rogerson
- c. The motion to enter Executive Session was approved by the Board of Directors.
- d. Motion to exit Executive Session made by: Elizabeth Colombo-Kutch
- e. Second motion to enter Executive Session made by: Joe Rogerson
- f. The motion to exit Executive Session was approved by the Board of Directors.

8. New Business:

- a. Action Item: The Board will determine if it wishes to approve the SY2025/2026 April Budget.
 - i. Motion to approve made by: Joe Rogerson
 - ii. Second motion to approve made by: Elizabeth Colombo-Kutch
 - iii. The motion to approve the SY2025/2026 April Budget was approved by the Board of Directors.
- b. Action Item: The Board will determine if it wishes to approve the DOE Monthly April 2026 Budget.
 - i. Motion to approve made by: Chuck Mosher
 - ii. Second motion to approve made by: Elizabeth Colombo-Kutch
 - iii. The motion to approve the DOE Monthly April 2026 Budget was approved by the Board of Directors.
- c. Action item: The board will determine if it wishes to approve the resolution to refinance the current 2008 bonds with WSFS Bank.
 - i. Motion to approve made by: Joe Rogerson
 - ii. Second motion to approve made by: Elizabeth Colombo-Kutch
 - iii. Abstained: Chuck Mosher
 - iv. The motion to approve the to approve the resolution to refinance the current 2008 bonds with WSFS Bank was approved by the Board of Directors
- d. Action Item: The Board will determine if it wishes to approve the \$1 million grant from the Longwood Foundation for the expansion project.
 - i. Motion to approve made by: Joe Rogerson
 - ii. Second motion to approve made by: Elizabeth Colombo-Kutch
 - iii. The motion to approve the \$1 million grant from the Longwood Foundation for the expansion project was approved by the Board of Directors.
- e. Action Item: The Board will determine if it wishes to approve the purchase for 4th Grade Lab Tables, not to exceed \$14,000.
 - i. Motion to approve made by: Chuck Mosher
 - ii. Second motion to approve made by: Elizabeth Colombo-Kutch
 - iii. The motion to approve the purchase of 4th Grade Lab tables, not to exceed \$14,000, was approved by the Board of Directors.
- f. Action Item: The Board will determine if it wishes to approve the following hires for SY2026/2027:
 - i. Hailee Trala as a First Grade Teacher.
 - ii. Jordan Cimo as a First Grade Teacher.
 - iii. The motion to approve Hailee Trala as a First Grade Teacher and Jordan Cimo as a First Grade teacher made by: Elizabeth Colombo Kutch.
 - iv. Second motion to approve Hailee Trala as a First Grade Teacher and Jordan Cimo as a First Grade teacher made by: Joe Rogerson
 - v. Abstained: Chuck Mosher
 - vi. The motion to approve Hailee Trala as a First Grade Teacher and Jordan Cimo as a First Grade teacher was approved by the Board of Directors.
 - vii. Cheyenne Donaghue as a Second Grade Teacher.
 - viii. Ashley Hinderer as a Fourth Grade Teacher.
 - ix. Hailey Richmond as a School Counselor.
 - x. Motion to approve Cheyenne Donaghue, Ashley Hinderer and Hailey Richmond as new hires made by: Chuck Mosher
 - xi. Second motion to approve Cheyenne Donaghue, Ashley Hinderer and Hailey Richmond as new hires made by: Elizabeth Colombo-Kutch
 - xii. The motion to approve Cheynne Donaghue, Ashley Hinderer and Hailey Richmond as new hires was approved by the Board of Directors.

9. Old Business: None

10. Adjournment:

- a. Next Meeting: Regular Meeting on June 29th, 2026 – Virtual & Business Office.
- b. Motion to adjourn made by: Joe Rogerson
- c. Second motion to adjourn made by: Elizabeth Colombo-Kutch
- d. The motion to adjourn was approved by the Board of Directors.

Note:

Pursuant to 29 Del. C. § 10004 e (2), the agenda is subject to change to include additional items including executive sessions that arise at the time of the Board's meeting. The Providence Creek Academy Board reserves the right to hear any matter out of its order during the meeting. The Board may take breaks during the meeting.