

PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
April 30, 2013

Present: Amy Santos, Christian Craig, Ed Ide, Robyn Roberts, Shanna Simmens, and Audrey Erschen

Executive Session 6:00 P.M. Board Room

Financial Matters – Final Audit Report Review 6:15PM
Personnel and Student Matters - Update

Regular Meeting 7:30 P.M. Library

1. Call to Order – 6:27pm then into Executive session until 7:35pm
Pledge of Allegiance - observed
Moment of Silence - observed
Change to the Agenda - none
2. Presentation of Awards - none
3. Opportunity to address the Board of Directors - none
4. Approval of the March 2013 Board Meeting Minutes – Ide/Craig
5. Board Committee Reports – Code of conduct committee report for March and April- the primary topics include student dress code; student conduct; and student handbook. Plan on looking at positive rewards used throughout the school. Finance and personnel committee met and discussed the budget. We are on track with the budget. Curriculum committee – two main items on the agenda (1) foreign language (world language) and (2) the policy of retesting – this has come to light because former students have reported not being able to do this once they move onto ninth grade. Question: Why do we have to have so many languages? - Response was - due to the way our charter is written. We need to have more than one language. In the past we had Spanish K-6 and Latin 7-8.
6. Reports
 - a. Principal – right now we have 684 students enrolled for next school year, which qualifies us for 39+ unit counts; numbers need to be at DOE by May 9th which will give a snapshot of the funds we will receive for the 2013-2014 school year; Parent Outreach (combined with our PTO) as support relating to the new Charter School Law Title 14 – They're looking at minor capital expenses (we currently get 60% but the motion is for us to get 100%); fees; and renewal- extending it to 10 years for strong performing Charter schools, as opposed to the current 5 years – they are hoping to vote on it by May 9th, which is the Charter School rally – Information

regarding the number of votes accounted for by Charter School. Regarding the April 22, 2013 parent meeting, we asked for two “parent captains” that would be designated as the contact persons to relay any necessary information to

Attended a consolidated grant - Thursday, June 6, 2013 at 7pm for PCA Graduation (be here by 6:30pm) – formal is on May 18th – Ballet performance will be on June 8th at 2pm; more dates to come

- b. Operations – Café report: shifting from Café prepay to My School Bucks; Transportation: We have two new bus drivers.
- c. Instruction – see written report
- d. Business/Facilities – see written report; Mr. Clint Welch is the head coach for the baseball team and Mr. Bill Bullock is the assistant coach

7. Unfinished Business

- a. Second Reading – PCA Educator Compensation Scale – It is not 100% aligned, but it is 94% aligned. The step of Bachelor’s +15 was eliminated – Question: Is it a goal to have the Bonus plan in place before presenting employee contracts? Answer – No, the bonus plan will not be in place before contracts are presented to teachers.

8. New Business

- a. Action Items
 - i. FY 2012-2013 Preliminary Budget – Ide/Craig
 - ii. DOE Monthly Budget March 2013 – Ide/Craig
 - iii. PCA Educator Compensation Scale – Question and discussion about current employees who are not at the appropriate rate on the scale. Response was that the Compensation Committee intends to bring current employees up to the scale rate. – Craig/Ide
 - iv. PCA 12 month Employee Compensation – information was presented but action will be presented after the information is presented to the Finance/Personnel committee
 - v. Renewal of Educator Contracts – request for the approval of a list of recommendations from administration for the rehire or not rehire of educators – Craig/Ide
 - vi. Student Handbook Changes –
Changes in the student dress code: discussion about wearing sports attire during class- with the new dress code, students would be able to wear Providence Creek Academy approved items; discussion about eliminating the light blue shirts and adding black shirts as an option. There was discussion about the light blue polos being taken out of the dress code and light blue (chambray) colored oxford shirts added. There was also discussion about shirts needing to be tucked in, as it was not required in the updated dress code proposal. Discussion also occurred around allowing cargo

pants to be a part of the dress code. The dress code proposal will go back to the Code of Conduct committee for some potential changes based on some Board members' feedback. It was suggested and presented as a request that Board Members attend the meeting so that an agreement can be made and voted upon by the next scheduled meeting date.

Changes in the absence policy- leaving ultimate approval to administration.

Add that students need to be signed out by an adult for early dismissal.

One absence equals any accumulation of three tardies and/or early dismissals.

A designee for picking up a PCA student from a bus stop can be an older sibling that does not attend PCA, as long as he/she is listed on the blue emergency card.

One bus and one bus stop according to Delaware State Regulation- bus pick up and drop off time is plus or minus 10 minutes- changes to student bus assignment cannot be made based on short term arrangements - our buses are full.

PCA will provide locks for a rental fee. Outside locks will not be permitted.

Signature pages near the end – The Student Handbook will be printed and located in the agenda book, but the signature page will be separate along with the Parent Handbook.

- vii. Code of Conduct Changes – additions to Level One offenses: cell phone/electronic possession or use between 7:45am and 3:30pm, four times for failure to complete work per trimester, four times for not being prepared per trimester, dress code violation (1st offense); additions to Level Two offenses: multiple level one offenses (3+), dress code violation (2nd offense), cheating (1st offense); additions to Level Three offenses: cell phone/electronic possession or use between 7:45am and 3:30pm (2nd offense), dress code violation (3rd offense), intimidation/bullying of peers or staff,

*Motion to vote on all student handbook, including student code of conduct changes, but excluding the student dress code changes – Craig/Roberts

b. Discussion Items

- i. Interview Schedule for Assistant Principal – looking at the week of May 13th (5/13, 5/14, and 5/15 would be okay for Ed); looking at the week of May 20th for second interviews; they would like the position to be available for approval by the May board meeting
- ii. Employee Request – discussed in Executive session
- iii. Big Ticket Items Re: Dr. Wilson's request – (1) new risers for concerts, current ones were passed down from a local high school– We have a quote for them from Wengers. We are holding All-State

and other musical events here, so it is a priority to get this taken care of. (2) a van or mini-bus for small group travel, so that we don't have to use one of our regular buses to transport approximately 10 people for different competitions – math league, odyssey of the mind, etc. (3) converting the 'aftercare/kitchen' room into a daycare/preschool for staff. (4) building a pavilion near the pond area – cement slab with roof shelter. (5) expanding the playground equipment for both upper and lower school

Next Board meeting scheduled for Tuesday, May 28, 2013

9. Adjournment - Motion Santos/Roberts – 10:03pm