

**PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
Tuesday September 29, 2020
6:00 P.M.**

Conference Call 515-604-9856 Access Code 494023

Board Members Present:

Melissa Rhoades
Lisa Moore
Chuck Mosher
Christine Chaney
Danielle Gordy
Amanda Russell

Administration Present:

Denise Stouffer

Others Present:

Rachael Straightiff

Regular Meeting 6:00 P.M.

1. Call to Order

2. Pledge of Allegiance, Moment of Silence

3. Changes to Agenda: Move 8a to before Executive Session. Motion made by Danielle Gordy
Motion was seconded by Christine Chaney. Motion approved.

4. Public Comment-Opportunity to address the Board of Directors

5. Awards: Denise Stouffer presented awards to Jaclyn Teague for sewing 120 masks. Nurse
Laura for assistance and guidance through the Pandemic and to the teaching staff for their work in
virtual and hybrid.

6. Approval of the August 25, 2020 Board Meeting Minutes

- a. Motion was made by Lisa Moore. Motion was seconded by Danielle Gordy.
Motion approved.

7. Board Committee Reports

- a. CBOC Committee:

1.Revenue:

- 1. The school has received 68.46% of its funding as of August 2020.
- 2. Prof Acct Instr (05225) has been added for FY21 with \$3,522.
- 3. Ed Opportunity Grant (05297) and Opportunity Fund (08914) have each
gained.
- 4. Local District Funding (9800) was decreased to \$893,049.02.

2.Expenses:

- 1. PCA is 16.67% into the school year and overall expenditures are at
13.57% which is 3.1% under the actual percentage for August 2020. Last
month's expenses were at 7.34%

2. FY20 Homeless Transportation has been reduced to \$0 as of the time of this CBOC meeting.
3. FY20 Standards & Assessments will likely revert on their due date of 9/30/2020 since all expenses have been paid for these lines.
4. Delaware Charter School (40954) FY19 is currently being expended for curriculum and approve grant expenditures.
5. The Transportation Budget has increased from roughly \$472,000 to \$622,748.36 in August.
6. In the Cafeteria Budget, there has been no revenue received for FY21. Providence Creek Academy was approved for the Summer Food Program so our food program is now federally funded with PCA being reimbursed at a later date. Students on campus are able to receive food at no cost while on campus for the time being.
7. The Specialist (Account 51152) line is high at 33.6% due to creating and preparing for a hybrid schedule in the fall of 2020, which was partially contracted outside of PCA.
8. The Auditors (Account 55035/55051) line has used 41% of its budget due to the auditors work occurring mainly over the summer.
9. The Computer Services (Account 55073) line is high at 25.7% due to the contract payment for Diamond Computer and additional computer preparation for virtual learning.

8. Reports

- a. Presentation of Annual Audit by Barbacane Thornton CPA
- b. Head of School -
 - 1.CSP Grant 750,000: 4 science labs, does not cover construction costs.
 - 2.Playground Ribbon Cutting Ceremony October 6, 2020 at 1:00pm
 - 3.Renewal Timeline Update
 - 4.Organizational Performance: met standards in all categories
 - 5.Fleet Van Rental - \$238 per van each month, \$714 per month for 3 months
 - 6.Insurance Renewal Summary and Recap: no coverage changes, Covid-19 impact on rates caused an estimated 15% increase.
 - 7.K-12 Accident Insurance

9. Action Item: The Board will determine if it wishes to appoint Amanda Russell as a new Board of Directors parent member.

- a. Motion was made by Christine Chaney. Motion was seconded by Lisa Moore. Motion approved.

10. Executive Session: *Pursuant to 29 Del. C. § 10004(b) (1) and (2) Providence Creek Academy Board will call for an executive session closed to the public pursuant to subsections (c) and (e) of this section, to discuss personnel matters in which the names, competency and abilities of individual employees are discussed*

- a. Motion made to go into Executive Session by Christine Chaney. Chuck Mosher seconded. Motion approved.
- b. Motion made to come out of Executive Session by Christine Chaney. Danielle Gordy seconded. Motion approved.

11. New Business

b. Action Item: The Board will determine if it wishes to re-appoint Lisa Moore as a member of the Board of Directors.

- i. Motion was made by Motion was seconded by Christine Chaney .Motion was seconded by Danielle Gordy. Motion approved.

c. Action Item: SY 2020-2021 August Budget

- i. Motion was made by Chuck Mosher. Motion was seconded by Lisa Moore. Motion approved.

d. Action Item: DOE Monthly August 2020 Budget

- i. Motion was made by Lisa Moore. Motion was seconded by Amanda Russell. Motion approved. .

e. Action Item: The Board will determine if it wishes to make any additional changes to the School Calendar for SY20/21.

- i. Motion was made by Christine Chaney. Motion seconded by Danielle Gordy Motion approved.

f. Action Item: The Board will determine if it wishes to approve the resignation of Sean Todd Sr.

- i. Motion made by Christine Chaney. Motion seconded by Chuck Mosher. Motion approved. .

g. Action Item: The Board will determine if it wishes to approve Renee Stubbs as the new Dean of Students.

- i. Motion made by Christine Chaney. Motion was seconded by Lisa Moore Motion approved.
- h. Action Item: The Board will determine if it wishes to approve the State Testing EPER position. - This is a one-time EPER position to ensure that State Testing requirements are met through December of 2020. The State Testing EPER pay is \$5,000, which will be paid bi-weekly from October 11 to January 15.
 - i. Motion was made by Christine Chaney. Motion was seconded by Amanda Russell. Motion approved.
- i. Action Item: The Board will determine if it wishes to approve Amanda Silcox for the State Testing EPER position.
 - i. Motion was made by Christine Chaney. Motion was seconded by Danielle Gordy. Motion was approved.
- j. Action Item: The Board will determine if it wishes to approve the Renewal Application for FY20.
 - i. Motion was made by Lisa Moore. Motion was seconded by Amanda Russell. Motion approved.
- k. Action Item: The Board will determine if it wishes to approve the new part-time paraprofessional Connie Escudero.
 - i. Motion was made by Danielle Gordy. Motion was seconded by Christine Chaney Motion was approved.
- l. Action Item: The Board will determine if it wishes to conduct fall sports in 2020. There will be no fall sports.
 - i. Motion was made by Lisa Moore Motion was seconded by Christine Chaney. Motion approved.
- m. Action Item: The Board will determine if it wishes to approve the instructional technology coaching positions that are grant-funded one-year EPER positions through the CIP Grant.
 - i. Motion was made by Danielle Gordy. Motion was seconded by Chuck Mosher. Motion approved.
- n. Action Item: The Board will determine if it wishes to approve the COVID-19 Additional Educational Funds Grant expenditures.
 - i. Motion was made by Christine Chaney. Motion was seconded by Amanda Russell Motion was approved.
- o. Action Item: The Board will determine if it wishes to approve the CSP budget expenses, if approved by DOE.

- i. Motion was made by Christine Chaney. Motion was seconded by Danielle Gordy.
Motion was approved.
- p. Action Item: The Board will determine if it wishes to approve the ESSERF Grant expenditures.
 - i. Motion was made by Chuck Mosher. Motion was seconded by Lisa Moore. Motion was approved.
- q. Action Item: The Board will determine if it wishes to approve the following EPER positions:
 - i. National Junior Honor Society Advisor
 - ii. National Junior Honor Society Council Members (5 Members)
 - ii. Motion was made by Lisa Moore. Motion was seconded by Amanda Russell.
Motion was approved.
- r. Action Item: The board will determine if it wishes to approve the contract with Back to Basics for Special Education testing.
 - i. Motion made by Chuck Mosher. Amanda Russell seconded. Motion approved.
- s. **Old Business**
 - i. Action Item: The Board will determine if it wishes to
 - i. ~~Create a website improvement committee for SY20/21.~~
 - 1. Item voted on last month.
 - ii. Assign a chair to the website improvement committee
 - 1. The Board of Directors appointed Amanda Russell
 - iii. Assign a co-chair to the website improvement committee: Danielle Gordy
 - iv. Motion was made by Lisa Moore. Motion was seconded by Chuck Mosher.
Motion was approved.
- t. **Adjournment:** Next Board Meeting Tuesday October 27, 2020 at 6:00 PM
 - i. Motion was made by Christine Chaney. Motion was seconded by Amanda Russell.
Motion approved.