

**PROVIDENCE CREEK ACADEMY  
BOARD OF DIRECTORS MONTHLY MEETING  
Thursday November 19<sup>th</sup>, 2020  
6:00 P.M.  
Conference Call 515-604-9856 Access Code 494023**

Present:  
Melissa Rhoades  
Lisa Moore  
Chuck Mosher  
Christine Chaney  
Danielle Gordy  
Elizabeth Columbo-Kutch  
Amanda Russell

Others:  
Rachael Straightiff

Administration:  
Denise Stouffer

**Virtual Regular Meeting 6:00 P.M.**

1. **Call to Order**
2. **Pledge of Allegiance, Moment of Silence**
3. **Public Comment-Opportunity to address the Board of Directors:** None
4. **Approval of the October 27, 2020 Board Meeting Minutes**

a. Motion was made by Lisa Moore. Motion was seconded by Elizabeth Columbo-Kutch. Motion was approved.

5. **Board Committee Reports**

a. **CBOC Committee**

**REVENUE:** The school has received 73.7% of its funding as of October. • Charter Transportation (05177) is projected at \$726,259.32 based on charter allowances and PCA student count. • The Unit Formula may increase next month based on the Unit Count being delayed until November. Funding for transportation eligible students will not be entered into the system until this completes. • District Funding increased roughly \$14,000 due to increasing projected student enrollment. • Year Long Residencies (Acct 05400) was added for \$40,799.40. This is reflected in the Teachers Salary Account and Social Security Account. • School 03 Transfer (Acct 05299) was added for \$2,396.37, which is reflected in Unallocated Funds currently.

**EXPENSES:**

PCA is 33% into the school year and overall expenditures are at 31.35% which is 1.98% under the actual percentage for September 2020. Last month's expenses were at 22.44% which was 2.56% under the actual percentage for September of 2020. • Teacher's salary (Acct 51100) was increased by \$38,677.87 and Social Security (Acct 52006) was increased by \$1,198.95 due to the addition of the Year Long Residencies revenue. • The Transportation Budget, expenditures are at 37.74%. This is still running high due to the paving project over the summer. • In the Cafeteria Budget, expenditures are at 25.62% and a pending federal reimbursement of

roughly \$25,000 for October. • EPER Academic (Acct 5112) shows a deficit due to adjustments of \$16,490 in EPER expenditures. This will be adjusted later, with a decrease in Extra Pay for Extra Duty (Acct 51109), so as to better reflect how the money is spending. • Medical Supplies (Acct 56128) is high due to the purchase of AEDs. • The PNC Bank Statements were reviewed for this month. • PCard Reconciliation was reviewed for this month.

**B. Website Committee:**

Survey about website sent out in newsletter. Site should be on a template not coded.

**6. Reports:**

**a. Head of School Report:**

Charter School Expansion Grant, 750,000, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>/8<sup>th</sup> science labs, storage, social studies and Science curriculum, Thank you to Brandon and Rachael for their diligent work.

Title 1 Annual Meeting: Parent Engagement Policy will be posted.

School Choice Portal Open with a wait list of 297 students.

**7. 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 to go into Executive Session was made by Christine Chaney . Motion was seconded by Chuck Mosher. Motion was approved.

b. Motion to come out of Executive Session was made by Lisa Moore. Motion was seconded by Elizabeth Columbo-Kutch. Motion was approved. .

**8. New Business:**

a. Action Item: The Board will determine if it wishes to approve the SY 2020-2021 October Budget  
Motion was made by Danielle Gordy. Motion was seconded by Amanda Russell. Motion was approved. .

b. Action Item: The Board will determine if it wishes to approve the DOE Monthly October2020 Budget  
Motion was made by Chuck Mosher. Motion was seconded by Amanda Russell. Motion was approved..

c. Action Item: The Board will determine if it wishes to approve the Transportation Administration Assistant position.  
Motion was made by Christine Chaney. Motion was seconded by Lisa Moore. Motion was approved..

d. Action Item: The Board will determine if it wishes to approve Ruthie Powers as a new Part-Time Bus Driver. Motion was made by Chuck Mosher. Motion was seconded by Elizabeth Columbo-Kutch  
Motion was approved.

e. Action Item: The Board will determine if it wishes to approve the CSP Renovation Project Manager EPER position for \$5,000. This is a one-time EPER position for the duration of the CSP Project.

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

- f. Action Item: The Board will determine if it wishes to approve Kris Smith as the CSP Renovation Project Manager EPER position.

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

- g. Action Item: The Board will determine if it wishes to approve the Class Size Waiver.

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

- h. Action Item: The Board will determine if it wishes to approve the Social Media Coordinator EPER for a maximum stipend amount of \$1,200. This is a one-time temporary EPER position.

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

**9. Old Business: None**

**10. Adjournment:** Next Board Meeting Thursday December 17, 2020 at 6:00 PM

- a. Motion was made by Elizabeth Columbo-Kutch. Motion was seconded by Amanda Russell.

Motion was approved.

**Note:**

*Pursuant to 29 Del. C. § 10004e(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.*