

**PROVIDENCE CREEK ACADEMY  
BOARD OF DIRECTORS MONTHLY MEETING  
Thursday December 17<sup>th</sup>, 2020  
6:00 P.M.  
Conference Call 515-604-9856 Access Code 494023**

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

Others Present:  
Courtney Dowell  
Rachael Straightiff  
Kristen Black

Administration:  
Denise Stouffer  
Amanda Silcox

**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. **Awards / Recognition:** Kristen Black for Donors Choose Support Team
5. **Approval of the November 19, 2020 Board Meeting Minutes**
  - a. Motion to approve was made by Elizabeth Colombo -Kutch. Motion was seconded by Amanda Russell.  
Motion was approved by the Board of Directors.
6. **Board Committee Reports**
  - a. CBOC Committee:  
Revenue:  
The school has received 73.33% of its projected funding as of November 2020.  
Local District Funding is budgeted at \$923,766.59 for this fiscal year. This should be the final number and we have received 33% of this funding as of November 2020.  
Federal Funds Restricted had an increase of \$95,000 due to funds received from ESSERF and COVID-19 Additional Education Funds. These funds are for expenditures associated with the COVID-19 pandemic. Transportation will be adjusted next month due to 1 less pupil than projected  
Expenditures:  
PCA is 41.7% into the school year and overall expenditures are at 37.18% which is 4.5% under the actual percentage for November 2020. Last month's expenses were at 33% which was 1.986% under the actual percentage for October of 2020.  
Due to expenditures using the ESSERF and COVID-19 Additional Educational Funds 6 account code had an increase in budget.  
Transportation will be adjusted next month due to 1 less pupil than projected

- b. Website Committee: Survey sent out to PCA Community last month.

**7. Reports:**

- a. Head of School Report
  - 1. Final CSAC Report
  - 2. CTE Application was submitted
  - 3. Bond re-finance at 0.65%
  - 4. EPA Bus Grant
  - 5. Pediculosis (Lice) Policy and Controlled Substance Policy for discussion/feedback
  - 6. Scholastic Literacy Hub K-6 Curriculum

**8. 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 was made to go into Executive Session by Christine Chaney. Motion was seconded by Chuck Mosher. Motion was approved by the Board of Directors.
- b. Motion was made to come out of Executive Session by Elizabeth Colombo -Kutch. Motion was seconded by Amanda Russell. Motion was approved by the Board of Directors.

**9. New Business:**

- a. Action Item: The Board will determine if it wishes to approve the SY 2020-2021 November Budget  
Motion to approve was made by Danielle Gordy. Motion was seconded by Chuck Mosher. Motion was approved by the Board of Directors.
- b. Action Item: The Board will determine if it wishes to approve the DOE Monthly November 2020 Budget  
Motion to approve was made by Amanda Russell. Motion was seconded by Elizabeth Colombo - Kutch.  
Motion was approved by the Board of Directors.
- c. Action Item: The Board will determine if it wishes to approve the School Parent Student Compact School Year 2020-2021.  
Motion to approve was made by Christine Chaney. Motion seconded by Amanda Russell. Motion approved by the Board of Directors.
- d. Action Item: The Board will determine if it wishes to conduct winter sports for school year 2020-2021.  
Motion was made to follow the suggestion of the school to not hold winter sports by Lisa Moore. Motion was seconded by Elizabeth Colombo -Kutch.  
Motion approved by Board of Directors.
- e. Action Item: The Board will determine if it wishes to approve the Scholastic Literacy Hub K-6 purchase not to exceed \$52,000. Amount changed to not exceed \$56,000. Motion to approve was made by Christine Chaney.

Motion was seconded by Chuck Mosher. Motion approved by the Board of Directors.

- f. Action Item: The Board will determine if it wishes to approve Mary Gosser as the Transportation Administrative Assistant. Motion to approve was made by Elizabeth Colombo -Kutch. Motion was seconded by Lisa Moore. Motion Approved by the Board of Directors.
- g. Action Item: The Board will determine if wishes to approve an extension of the Temporary State Testing Coordinator EPER through the end of March 27, 2021 and/or (if/when) it is identified that PCA will not be testing should it be cancelled due to the COVID-19 pandemic, whichever occurs first.

Motion to approve was made by Christine Chaney. Motion was seconded by Amanda Russell. Motion approved by the Board of Directors.

**10. Old Business: None**

**11. 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 Lisa Moore. Chuck Mosher seconded. Motion approved by the Board of Directors.
- b. Motion made to come out of Executive Session by Lisa Moore. Danielle Gordy seconded. Motion approved by the Board of Directors.

**12. Adjournment:** Next Board Meeting Tuesday January 26, 2021 at 6:00 PM

- a. Motion to adjourn was made by Chuck Mosher. Motion was seconded by Amanda Russell. Motion approved by the Board of Directors.

**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.*