Providence Creek Academy Board of Directors

Board of Directors’ Workshop

September 7, 2014

3:00 p.m.

PCA Board Room

Agenda

1. Call to order
2. Review the modified December 2010 Board of Directors’ by-laws; discuss any additional revisions and make final adjustments
3. Review FOIA information and orient new members
4. Review Board committees and their roles and responsibilities
5. Discussion of speech therapy services
6. Discussion of the Administrative Support Specialist position
7. Schedule of next Providence Creek Academy Board of Directors’ Workshops
8. Adjourn

Posted and respectfully submitted by Robyn Costa Roberts

Present – Amy Santos, Gary Stulir, Chris Senato, Robyn Costa Roberts, Lisa Moore

Called to order 3:25pm

Review of modified by-laws:

Section 2. Qualifications. Each Director must be at least 21 years of age and successfully pass a criminal background check.

Section 3. Term. Add: The parent and educator Directors are to be excluded from voting on their reappointment.

Section 15. Meeting Attendance. Replace trustee with Director. Add to the last sentence, “subject to FOIA and AG restrictions.”

Robyn Costa Roberts will be the FOIA coordinator for the Board of Directors.

All Directors will read, review, and become familiar with Title 29-Freedom of Information Act

School Development committee- Fundraising - Melissa Rhoads will serve as the Board Director on this committee. Nicole Cooper, a parent and member of the PTO Board, has also expressed interest in being on this committee.

New position – Administrative Support Specialist roles and responsibilities - Personnel and Finance related services – including grant writing, PHRST, and personnel recruitment

Items to be included on next agenda: Vote on modified by-laws and Appoint FOIA coordinator

Requested written monthly reports to be emailed the Friday before each monthly meeting:

Head of School

Finance and Personnel

Curriculum

Facilities

IT

Nutrition

Transportation

Next Board workshop – schedule at the upcoming Board meeting

Topic: Development of DPAS II Administrative Evaluation and discussion of administrative contracts

Meeting Adjourned at 7:12 p.m.