

**PA Leadership Charter School Board Meeting  
Minutes  
November 8, 2019 – 1:00 PM  
1332 Enterprise Drive, West Chester, PA 19380**

**Starting Time: 1:44 PM**

**Ending Time: 3:03 PM**

**Opening activities:**

1. Call to order – Chairman of the Board of Directors
2. Public Notice: Public notice was given for this meeting in accordance with Act 93 of 1998, Section 1.
3. The Board met this afternoon in Executive Session to discuss personnel, legal and real estate matters.

**Note:** All meetings are on the **second Friday of the month**. Agenda will be posted on [www.palcs.org](http://www.palcs.org) website. Locate “Organization” in the toolbar and click “School Board Meetings and Board Members.”

**Future meetings:**

- **January 10, 2020**
- **March 13, 2020**
- **May 8, 2020**

**Roll call:**

- |                      |                               |
|----------------------|-------------------------------|
| • Tom Curyto         | [ X ] present [ ] not present |
| • Dr. Brian Shuffler | [ X ] present [ ] not present |
| • Carolyn Welsh      | [ X ] present [ ] not present |
| • Dr. John Wingerter | [ X ] present [ ] not present |

**Also present regularly:**

Mark Allen, Eileen Bowers, Heidi Gough, Jim Hanak, Seth Heiland, Lindsay Kulp, Andrew Lehr, Roger Masch, Mark Murray, Gabby Patterson, Debby Weisbach

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4. Pledge of Allegiance
5. Additions, deletions or modifications to the Agenda
6. Additions, deletions or modifications to the Minutes
7. Comments from the Public will be heard after Department Reports

1. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the minutes of the Board of Directors meeting from September 13, 2019.

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

### **Fiscal Management:**

2. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the financial report submitted by Dr. James Hanak and Roger Masch and direct the CEO to pay the bills (as the money becomes available).

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

3. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a lease schedule on a Master Lease Line of Credit with HP Financial Services for the amount of \$369,400.00 term of 3 years, rate of 5.86%, with a monthly payment of \$11,214.99. (See Attachment A).

First: Carolyn Welsh  
Second: Brian Shuffler  
Vote: Unanimous

**Note: The purpose of this lease is for student computer equipment**

4. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a payment of \$35,100 to Agentis Technologies for the purchase of additional development hours (See Attachment B).

First: Carolyn Welsh  
Second: Brian Shuffler  
Vote: Unanimous

5. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a renewal of Strategic E-Rate Services with Intelafunds at the amount of \$9,998 (See Attachment C).

First: Brian Shuffler  
Second: Tom Curyto  
Vote: Unanimous

**Personnel:**

6. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the following new positions:

- USP Science Teacher
- PT Film & Video Specialist/CPFA Teacher

First: Tom Curyto

Second: Carolyn Welsh

Vote: Unanimous

7. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the hiring of the following personnel:

Ashley Bailey– CPFA Day Substitute at \$18/hr

Tammara Clevenger – HS Special Ed Teacher at \$44,245.14 with appropriate benefits

Johnathan Council – Part Time Film & Video Specialist/CPFA Teacher at \$18.00/hr

Zachary Currie – HS English Teacher at \$41,350.41 with appropriate benefits

Laura Gensamer – Orientation Representative at \$34,840.00 with appropriate benefits

Tammy Hartzell – School Nurse at \$54,995.20 with appropriate benefits

Kristin Laureys – HS Science Teacher at \$44,245.14 with appropriate benefits

Stephanie Lawrence – CPFA Day Substitute at \$18.00/hr

Victoria Mark – Admissions Representative at \$34,320.00 with appropriate benefits

Amber McNeila – MS Language Arts Teacher at \$41,350.16 with appropriate benefits

Donna Payne – HS Special Ed Teacher at \$53,087.47 with appropriate benefits

Sarah Schultz – HS Special Ed Teacher at \$48,347.86 with appropriate benefits

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

**Policy Issues:**

8. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Travel & Vehicle Use Policy* (See Attachment D).

First: Brian Shuffler

Second: Tom Curyto

Vote: Unanimous

**Old Business:****New Business:**

## **Special Reports:**

**3143** Students enrolled in PALCS as of Tuesday, November 5, 2019 at 9:30 AM for the 2019-2020 school year. Up from 3021 (September 13, 2019).

## **Review:**

### Finances:

- a. First year of operation – \$4.5 million (included \$234,000 implementation grant from the PA Department of Education)
- b. Second year of operation – \$10.5 million (included \$100,000 implementation grant from the PA Department of Education)
- c. Third year of operation – \$17 million
- d. Fourth year of operation \$19 million
- e. Fifth year of operation – \$21.4 million
- f. Sixth year of operation – \$23.5 million
- g. Seventh year of operation – \$25.2 million
- h. Eighth year of operation – \$26.1 million
- i. Ninth year of operation – \$29.1 million
- j. Tenth year of operation – \$29.7 million
- k. Eleventh year of operation – \$30.9 million
- l. Twelfth year of operation – \$30.9 million
- m. Thirteenth year of operation – \$35.2 million
- n. Fourteenth year of operation – \$42.3 million
- o. Fifteenth year of operation – \$47.2 million

### School District Payments:

a. Thus far (2019-2020) 267 out of 398 school districts have paid	
b. Billed through October for the 2019-2020 school year	\$16,085,133.27
c. Received from districts through 10/31/19	(\$10,240,132.29)
Received from UNIPAY through 10/31/19	(2,799,871.31)
<b>TOTAL of b and c</b>	<b>(\$13,040,003.60)</b>
d. Due for the 2019-2020 school year	3,045,129.67
e. Due for the 2018-2019 school year	134,128.94
f. Due for 2017-2018 Reconciliation	(\$15,929.27)
g. Due for the 2016-2017 Reconciliation	(\$3,359,625.56)
h. Due for the 2015-2016 Reconciliation	(\$2,085.13)
i. Due for the 2014-2015 Reconciliation	-
j. Due for the 2013-2014 Reconciliation	\$28,995.12
k. Billed for November of 2019 (school districts only; not including UNIPAY)	\$4,014,333.36
<b>l. TOTAL DUE</b>	<b>\$3,844,947.13</b>

*\* Negative as the billing is now done near the 10<sup>th</sup> of the month. Received total includes payments.*

### **Department Reports:**

- Mark Allen – Academics/Performing and Fine Arts/University Scholars
- Eileen Bowers – Director of Office Operations
- Heidi Gough – Marketing
- Seth Heiland – HR
- Mark Murray – IT
- Debby Weisbach – Student Services

### **Public Comments:**

### **Adjournment:**

9. **Motion:** Be it resolved that the meeting of the PA Leadership Charter School Board of Directors shall adjourn.

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

**Next meeting: January 10, 2019**

**will be located at  
1332 Enterprise Drive  
12:00 PM Executive Session  
1:00 PM Public Board Meeting  
(approximate)**

**Ending Time: \_\_3:03\_\_PM**