

PA Leadership Charter School Board Meeting Executive Session:

I. PERSONNEL:

PREVIOUSLY HIRED:

HIRING AT THIS BOARD MEETING:

Jarred Khalil – Education Materials Coordinator at \$15.00/hr with appropriate benefits

Emily Lyon – HS Academic Advisor at \$18.00/hr with appropriate benefits

Megan Zinsli – HS Administrative Assistant at \$16.50/hr with appropriate benefits

Brady Sherrieb – EL Life Skills Teacher at \$41,988.18 with appropriate benefits

Hannah Lewis – Language Arts Teacher at \$45,045.26 with appropriate benefits

*Brynn Cose – EL Special Ed Life Skills Teacher at \$42,968.00 with appropriate benefits

*Samantha Allen – EL Guidance Counselor at \$42,968.00 with appropriate benefits

**Start date 3/11/2019*

POSITION CHANGES:

Christine Reilly – From HS Special Education Teacher at \$43,495.92 to HS Special Education Substitute at \$18.00/hr

NOTE: LTS – Long Term Substitute
USP – University Scholars Program
Sp Ed – Special Education
HS – High School
MS – Middle School
EL – Elementary
PT – Part Time

II. LEGAL:

III REAL ESTATE:

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

Starting Time: 1:14 PM

Ending Time: 3:19 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 website. Locate “Organization” in the toolbar and click “School Board Meetings and Board Members.”

Future meetings:

- May 10

Roll call:

- | | |
|----------------------|-------------------------------|
| • Tom Curyto | [] present [x] 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 January 11, 2019.

First: Brian

Second: Carolyn

Vote: Unanimous

- 1a. Motion:** May it be resolved the PA Leadership Charter School Board of Directors shall approve the minutes of the Annual Reorganization Meeting agenda from January 11, 2019.

First: Carolyn

Second: Brian

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: Carolyn

Second: Brian

Vote: Unanimous

- 3. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approve the clarifications and changes in Dr. James Hanak's Contract (Attachment A).

First: Carolyn

Second: Brian

Vote: Unanimous

- 4. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approves the Lease between PALCS and Friends of PALCS affiliate for the property located at 1585 Paoli Pike, East Goshen Township (See Attachment B).

First: Brian

Second: Carolyn

Vote: Unanimous

- 5. Motion:** Be it resolved that the PA Leadership Board of Directors shall approve the updated accounts Payable Policy with changes indicated in red and strikethroughs (See Attachment C).

First: Brian

Second: Carolyn

Vote: Unanimous

- 6. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve payment for the following Marketing Department items: (See Attachment D)

- Hershey Entertainment (Hershey Park) - \$5,150
- City View Center LLC (Pittsburgh River hounds) - \$2,500
- Pittsburgh Zoo - \$30,000
- Washington Wild Thing - \$400
- Keystone Outdoor - \$5,100

First: Brian

Second: Carolyn

Vote: Unanimous

Personnel:

- 7. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the new position of EL Special Ed Life Skills Teacher.

First: Carolyn

Second: Brian

Vote: Unanimous

- 8. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the following position changes:

Christine Reilly – From HS Special Education Teacher at \$43,495.92 to HS Special Education Substitute at \$18.00/hr.

First: Brian

Second: Carolyn

Vote: Unanimous

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

Jarred Khalil – Education Materials Coordinator at \$15.00/hr with appropriate benefits

Emily Lyon – HS Academic Advisor at \$18.00/hr with appropriate benefits

Megan Zinsli – HS Administrative Assistant at \$16.50/hr with appropriate benefits

Brady Sherrieb – EL Life Skills Teacher at \$41,988.18 with appropriate benefits

Hannah Lewis – Language Arts Teacher at \$45,045.26 with appropriate benefits

*Brynn Cose – EL Special Ed Life Skills Teacher at \$42,968 with appropriate benefits

Samantha Allen – EL Guidance Counselor at \$42,968 with appropriate benefits

**New Position*

First: Brian

Second: Carolyn

Vote: Unanimous

Policy Issues:

- 10. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the donation of 50 laptop computers to Achievement House Charter School. This donation is in accordance with the Disposal of Equipment, Supplies, and Textbook Policy. Aggregated Estimated Value of the computers is \$4,000 (See Attachment E).

First: Carolyn
Second: Brian
Vote: Unanimous

Old Business:**New Business:**

- 11. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall Accept the Employee Assistance Program Services Agreement between PA Leadership Charter School and Aetna Behavioral Health, LLC per the following: (See Attachment F)

First: Carolyn
Second: Brian
Vote: Unanimous

- 12. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve having a meeting on April 12, 2019 at noon to discuss employee raises and the budget proposal.

First: Brian
Second: John
Vote: Unanimous

Special Reports:

3146 Students enrolled in PALCS as of Friday, February 28, 2019 at 3:30 PM for the 2018-2019 school year. Up from 3055. (January 11, 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. Eight 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

School District Payments:

a. Thus far (2018-2019) 270 out of 409 school districts have paid	
b. Billed through February for the 2018-2019 school year	\$25,680,207.47
c. Received from districts through 02/28/19	\$(17,743,864.27)
Received from January UNIPAY through 01/31/19	\$(5,698,853.09)
TOTAL of b and c	\$(23,442,717.36)
d. Due for the 2018-2019 school year	(\$2,237,490.11)*
e. Due for 2017-2018 Reconciliation	(\$523,358.98)
f. Due for the 2016-2017 Reconciliation	(\$77,743.69)
g. Due for the 2015-2016 Reconciliation	(\$2,085.13)
h. Due for the 2014-2015 Reconciliation	-
i. Due for the 2013-2014 Reconciliation	\$28,995.12
j. Billed for February of 2019 (school districts only; not including UNIPAY)	\$3,889,407.64
k. TOTAL DUE	<u>\$6,593,423.03</u>

** Negative as the billing is now done near the 10th 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:**

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

First: Brian

Second: John

Vote: Unanimous

Next meeting:

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

Ending Time: 3:19 PM