

PA Leadership Charter School Board Meeting Executive Session:

I. PERSONNEL:

PREVIOUSLY HIRED:

HIRING AT THIS BOARD MEETING:

Michelle Toland– HS Spanish Teacher at \$60,393.06 with appropriate benefits

POSITION CHANGES:

- Rosalia Provini – from Standardize Testing Representative at \$19.77/hr to Social Worker at \$46,000
- Gianna Rodkey – from Receptionist at \$14/hr to Standardize Testing Representative at \$16/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
Minutes
May 10, 2019 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380**

Starting Time: 1:28 PM

Ending Time: 3:12 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:

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 April 12, 2019.

First: Carolyn Welsh
Second: Tom Curyto
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: Brian Shuffler
Second: Carolyn Welsh
Vote: Unanimous

- 3. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendum to Dr. James Hanak's contract (See Attachment A).

First: Carolyn Welsh
Second: Brian Shuffler
Vote: Unanimous

- 4. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the budget for the 2019-2020 school year (See Attachment B).

First: Brian Shuffler
Second: Tom Curyto
Vote: Unanimous

- 5. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addition to the PALCS Directors Benefits, allowing the annual contribution of up to \$6,000 to also be contributed towards a voluntary 403B plan. (see attachment C).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 6. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the contract with Tozour Trane to provide a major overhaul of the HVAC at 1585 Paoli Pike at \$931,214 (See Attachment D).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 7. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the service agreement with Tozour Trane for the HVAC system at 1585 Paoli Pike for \$17,430/ year for all HVAC equipment (See Attachment E).

First: Brian Shuffler
Second: Carolyn Welsh
Vote: Unanimous

- 8. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the battery replacement for 1332 Enterprise USP with Vertiv Corporation for \$14,884.94 (See Attachment F).

First: Tom Curyto
Second: Brian Shuffler
Vote: Unanimous

Personnel:

- 9. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the hiring of Michelle Toland– HS Spanish Teacher at \$60,393.06 with appropriate benefits.

First: Brian Shuffler
Second: Tom Curyto
Vote: Unanimous

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

- Rosalia Provini – from Standardize Testing Representative at \$19.77/hr to Social Worker at \$46,000 with appropriate benefits.
- Gianna Rodkey – from Receptionist at \$14/hr to Standardize Testing Representative at \$16/hr with appropriate benefits.

First: Carolyn Welsh
Second: Brian Shuffler
Vote: Unanimous

Policy Issues:

- 11. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Wellness Policy* (See Attachment G). *Please go to Motion 20 a*

First:
Second:
Vote: Unanimous

- 12. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Confidentiality Policy* (See Attachment H).

First:

Second:

Vote: Unanimous

- 13. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Child Abuse Identification and Reporting Policy* (See Attachment I).

First:

Second:

Vote: Unanimous

- 14. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Child Sexual Abuse Prevention Policy* (See Attachment J).

First:

Second:

Vote: Unanimous

- 15. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Travel/M meal Reimbursement for Federal Programs Policy* (See Attachment K).

First:

Second:

Vote: Unanimous

- 16. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Procurement Policy for Grant-Funded Purchases* (See Attachment L).

First:

Second:

Vote: Unanimous

- 17. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Conflict of Interest Policy* (See Attachment M).

First:

Second:

Vote: Unanimous

- 18. Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve the *Cash Management for Federal Programs Policy* (See Attachment N).

First:

Second:

Vote: Unanimous

- 19. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Allowability of Cost for Federal Programs Policy* (See Attachment O).

First:

Second:

Vote: Unanimous

- 20. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Title I Parent & Family Engagement Policy* (See Attachment P).

First:

Second:

Vote: Unanimous

- 20a.:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve motions 12-20.

First: Brian Shuffler

Second: Carolyn Welsh

Vote: Unanimous

- 21. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the Student-Parent Handbook 2019-2020 (See Attachment Q located in google drive).

First: Carolyn Welsh

Second: Brian Shuffler

Vote: Unanimous

- 22. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the Guidelines for Instructional Staff 2019-2020 (See Attachment R located in google drive).

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

Old Business:

New Business:

- 23. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the 2019-2020 school year calendar (See Attachment S).

First: Brian Shuffler

Second: Carolyn Welsh

Vote: Unanimous

24. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the following dates for the 2019-20 school year Board of Directors meetings:

- September 13, 2019
- November 8, 2019
- January 10, 2020
- March 13, 2020
- May 8, 2020

First: Tom Cuyto

Second: Carolyn Welsh

Vote: Unanimous

25. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the Resolution Opposing Senate Bill 34 and House Bill 526 (See Attachment T).

First: Tom Curyto

Second: Carolyn Welsh

Vote: Unanimous

Special Reports:

3189 Students enrolled in PALCS as of Friday, May 2, 2019 at 10:00 AM for the 2018-2019 school year. Up from 3146 (March 8, 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) 297 out of 423 school districts have paid	
b. Billed through April for the 2018-2019 school year	\$38,170,280.07
c. Received from districts through 04/30/19	\$(26,394,248.36)
Received from January UNIPAY through 04/30/19	\$(9,141,081.22)
TOTAL of b and c	\$(35,535,329.58)
d. Due for the 2018-2019 school year	(\$2,634,950.49)*
e. Due for 2017-2018 Reconciliation	(\$12,613.10)
f. Due for the 2016-2017 Reconciliation	(\$2,085.13)
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)	\$4,016,231.48
k. TOTAL DUE	<u>\$6,601,662.41</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:**

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

First: Tom Curyto

Second: Brian Shuffler

Vote: Unanimous

Next meeting: September 13, 2019

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

Ending Time: __3:12__PM