

PA Leadership Charter School Board Meeting Executive Session:

I. PERSONNEL:

PREVIOUSLY HIRED:

Kathryn Constable – Full Time Reading Interventionist (K-9)

Kristin Testerman – Full Time Assistant Secondary Principal

HIRING AT THIS BOARD MEETING:

Steven Cooper – 4th Grade Elementary Teacher

Melissa Czerpak – Certified School Nurse

Emlyn DeGannes – High School Learning Coach and Outreach Coordinator

Kristi Moore – Special Education Teacher – long term sub

Erin Neason – Substitute Guidance Counselor

Cassandra Pahach – Center Facilitator

Debra Rhoades – Center Facilitator Aide

Nicholas Yund – Academic Advisor

Lauren Dobbin – Assistant Supervisor of Special Education

Jessica Bergmaier – Elementary Guidance Counselor

George Stulak – Benefits Administrator

Pamela Matteo – Marketing Assistant II

Michael Van Etten – 5th Grade Elementary Teacher

Michael Monroe – Maintenance Assistant

Jenny Rath – Guidance Assistant

Brandy Hillegas – Eagle's View Receptionist

David Sheriff – Center Facilitator Aide II

Jonathan Wein – Life Skills Teacher

Jamie Castle – Bio-Chemistry Teacher

Gregory Coleman – Accounting Manager

CHANGES IN STATUS:

Holly Hull – from Academic Advisor to Lead Academic Advisor

Courtney Kofeldt – English Teacher + Ed Tech Coordinator

Kristin Testerman – Assistant Secondary Principal + Supervisor of Ed Tech.

II. LEGAL:

III. REAL ESTATE:

PA Leadership Charter School Board Meeting Agenda

December 18, 2014 – 6:00 PM
1332 Enterprise Drive, West Chester, PA 19380

Start time: 7:00 PM
Ending time: 9:40 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 evening in Executive Session to discuss personnel, legal and real estate matters.

Note: All meetings are on the **third Thursday of the month**. Agenda Summary will be posted on www.palcs.org website. Locate “Who We Are” in the toolbar and click “School Board Meetings and Board Members”

2015

January 15, February 19, March 19, April 16, May 21 and June 18

Roll call:

- Bill Albrecht [] present [x] not present
- Gary Dougherty [x] present [] not present
- Bill Middleton [x] present [] not present
- Dr. Brian Shuffler [x] present [] not present
- Carolyn Welsh [] present [x] not present

Also present regularly:

Mark Allen, Eileen Bowers, Mary Ann Dunne, Jane Ferris, Greg Coleman, Joyce Good, Heidi Gough, Jim Hanak, Andrew Lehr, Neha Morrison, Mark Murray and Debby Weisbach

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

1. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approve the minutes of the Board of Directors of September 18, 2014.

First: Gary
Second: Brian
Vote: Unanimous

Fiscal Management:

- Financial Report
2. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors accept the September 30, 2014 financial report submitted by Mary Ann Dunne and Greg Coleman and the bills to pay report and direct the CEO to pay the bills (as the money becomes available).

First: Brian
Second: Gary
Vote: Unanimous

Note: Any additional questions on the Financial Report please contact:

- Mary Ann Dunne: mdunne@palcs.org
- Greg Coleman: gcoleman@palcs.org or 610.701.3333 x 1177

Personnel:

3. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall create the following positions for the school:

- High School Learning Coach and Outreach Coordinator
- Eagle's View Receptionist

First: Brian
Second: Gary
Vote: Unanimous

Note: Motions 4 to 30 may be passed with Motion 31 (below).

Administrative Staff:

4. **Motion:** Be it resolved that PA Leadership Charter School Board of Directors shall change the position of **Kristin Testerman** from Assistant Secondary Principal to Assistant Secondary Principal / Supervisor of Ed Tech, changing her annual salary of \$65,000 to \$69,000 (\$4,000 supplemental / prorated) beginning September 29, 2014 – 6/12/15 and to retain current benefits.

First: Gary
Second: Brian

Vote: Unanimous

- 5. Motion:** Be it resolved that PA Leadership Charter School Board of Directors shall hire **Melissa Czerpak** as a part time Certified School Nurse at an hourly salary of \$25 / hour effective September 15, 2014.

First:

Second:

Vote:

Note: **Melissa Czerpak** replaces Dana Diliberto

Teachers:

- 6. Motion:** Be it resolved that PA Leadership Charter School Board of Directors shall hire **Steven Cooper** as a full time 4th Grade Elementary Teacher at a prorated BS-1 (bi-weekly salary of \$1,375.77) beginning effective September 23, 2014 and to include appropriate benefits.

First:

Second:

Vote:

Note: **Steven Cooper** replaces Chip Harper

- 7. Motion:** Be it resolved that PA Leadership Charter School Board of Directors shall hire **Jessica Bergmier** as full time Elementary Guidance Counselor at a prorated MS4 biweekly salary of \$1,546.95 beginning October 13, 2014 and to include appropriate benefits.

First:

Second:

Vote:

Note: **Jessica Bergmaier** replaces Kelly Bittner

- 8.Motion :** Be it resolved that PA Leadership Charter School Board of Directors shall hire **George Stulak** as a full time Benefits Administrator at an Annual salary of \$50,000 beginning October 20, 2014 and to include appropriate benefits.

First:

Second:

Vote:

Note: **George Stulak** replaces Fran Brewka

9.Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Michael Van Etten** as a full time 5th Grade Elementary School Teacher at a BS8 biweekly salary of \$1,585.68 effective October 27, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: Michael Van Etten replaces Jeff Smith.

10. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Jamie Castle** as a full time Biology Teacher at a MS3 biweekly salary of \$1,364.08 effective December 15, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: Jamie Castle is a replacement for Jason Heme

11.Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the position of **Courtney Kofeldt** from English Teacher to English Teacher / Ed Tech Coordinator changing her annual salary of \$42,541.20 to \$46,541.20 (\$4,000 stipend) beginning September 29, 2014 – 6/12/15, and to retain current benefits.

First:
Second:
Vote:

11. Motion: Be it resolved that PA Leadership Charter School Board of Directors recognize the following teachers as “Peer Partners” for the 2014-15 school year to receive \$500 each for the position (position(s) and total allocation already approved by board motion).

1	DeGuzman, Nicole
2	Griffel, Erica
3	Leigh, Justin
4	Logue, Michael
5	Martino, Ashlee
6	Morrow, Dan
7	Packer, Cory
8	Park, Ewan

9	Perraputo-Scarpignato, Halley
10	Richardson, Amanda
11	Rife, Kate
12	Smith, Jeff

First:
Second:
Vote:

12. Motion: Be it resolved that PA Leadership Charter School Board of Directors recognize the following teacher replacements for Mentor Assignments for the school year 2014-15 (\$1,000 stipend):

- Jennifer Rudzinski replaces Kathrine Constable
- Judy Hickman replaces Lauren Dobbin

First:
Second:
Vote:

13.Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the rate of **Kevin Reigner** from that of a BS6 at an annual salary of \$41,563.08 to an MS6 at an annual salary of \$44,446.48 effective September 29, 2014 and to maintain current benefits.

First:
Second:
Vote:

14.Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the rate of **Brittany King** from that of BS3 at an annual salary of \$39,025.48 to an MS3 at an annual salary of \$41,999.36 effective October 13, 2014 and to maintain current benefits.

First:
Second:
Vote:

15.Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the rate of **Melissa Czerpak** from that of \$25.00 per hour for 28.5 hours/week to that of a 10 month employee at a prorated BS4 rate of \$1,363.25 biweekly effective November 3, 2014 and to include appropriate benefits.

Special Education Teachers:

16. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the status of **Kristi Moore** from a long term substitute, at a by-weekly salary of \$1,424.33 as a Special Education Teacher, to a full time Special Ed teacher (BS 1) with an annual salary of \$37,874.20 (prorated) per year effective September 15, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: A full time position became available and was offered to Kristi

17. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Jonathan Wein** as a full time Life Skills Teacher beginning November 24, 2014 at a MS2 biweekly salary of \$1,409.68 and to include appropriate benefits.

First:
Second:
Vote:

Note: **Jonathan Wein** replaces Brittany Vanderhoef

Student Services:

Academic Advisors:

18. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the title and salary of **Holly Hull** from Academic Advisor at an annual salary of \$46,280.00 per year to Lead Academic Advisor and an annual salary of \$50,280.00 per year effective September 22, 2014 – 6/12/15, and to maintain existing benefits.

First:
Second:
Vote:

19. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Nicholas Yund** as an Academic Advisor at an annual salary of \$34,000.20 per year effective September 22, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: Nicholas Yund replaces Susan Acord

Guidance:

20. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Erin Neason** as a Substitute Guidance Counselor at a bi-weekly rate of \$1,456.70 effective September 15, 2014.

First:
Second:
Vote:

Note: Erin Neason is a substitute for Christine Marks

21. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Jenny Rath** as a Full Time Guidance Assistant at an hourly rate of \$14.00 per hour effective November 11, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: Jenny Rath replaces Jessica Fortino

Marketing:

22. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Pamela Matteo** as a Full Time Marketing Assistant at the rate of \$14.00 per hour and to receive appropriate benefits.

First:
Second:
Vote:

Note: Pamela Matteo replaces Jason Swanson.

23. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall change the title and salary of **Jessica Fortino** from Guidance Asistant at an hourly rate of \$12.00 per hour to Marketing Assistant at a rate of \$14.00 per hour effective November 3 2014.

First:
Second:
Vote:

Note: Jessica Fortino replaces Jason Swanson

Performing and Fine Arts Center:

University Scholars Program:

Title I / ESL:

I.T. Personnel:

Eagle's View Center:

24. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Cassandra Pahach** as a Center Facilitator at \$13 / hour effective August 28, 2014.

First:
Second:
Vote:

Note: Cassandra Pahach replaces David Sheriff

25. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Brandy Hillegas** as a part time Center Facilitator Aide with an hourly rate of \$8.00per hour and no benefits.

First:
Second:
Vote:

26. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Debra Rhoades** as a Center Facilitator Aide (10 month) at \$ 8 / hour effective September 15, 2014.

First:
Second:
Vote:

Note: Debra Rhoades replaces Gregory Ludwig

27. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **David Sherriff** as a Center Facilitator Aide II (10 month) at \$ 8 / hour effective September 15, 2014.

First:
Second:
Vote:

Note: **David Sherriff** replaces Gregory Ludwig

Jefferson Center:

New Life Center:

28. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall hire **Emlyn DeGannes** as a High School Learning Coach and Outreach Coordinator at an annual (12 month) salary of \$38,000.04 per year effective September 22, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Accounting:

29. Motion: : Be it resolved that PA Leadership Charter School Board of Directors shall hire **Gregory Coleman** as the Accounting Manager at a salary of 54,000.18 effective December 9, 2014 and to include appropriate benefits.

First:
Second:
Vote:

Note: **Gregory Coleman** replaces Larry Fulginiti

Facilities:

30. Motion: : Be it resolved that PA Leadership Charter School Board of Directors shall hire **Michael Monroe** as a Maintenance Assistant at an hourly rate of \$16.00 per hour and to include appropriate benefits.

First:
Second:
Vote:

Note: Michael Monroe replaces Michael Harahan

31. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall pass Motions 4 to 30 as written above.

First: Gary
Second: Brian
Vote: Unanimous

Contract / Vendors:

32. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall approve the Memorandum of Understanding between Indiana University of Pennsylvania and PA Leadership Charter School that enables PALCS's students to participate in a dual enrollment at both schools. (attached)

First: Gary
Second: Brian
Vote: Unanimous

Policy Issues:

33. Motion: Be it resolved that PA Leadership Charter School Board of Directors shall approve the PA Leadership Charter School Independent Study for "properly qualified students as recommended by the Director of Academics and the leadership team." (attached)

First: Brian
Second: Gary
Vote: Unanimous

Note: Starts 2015/15 school year

- 34. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approve the 2014 Pennsylvania Department of Education State Comprehensive Plan.

First: Brian
Second: Gary
Vote: Unanimous

- 35. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors will approve the Memorandum of Understanding between the Indiana University of Pennsylvania and PALCS. (attached)

First:
Second:
Vote:

- 36. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors will approve the PALCS 2015-2016 Calendar

First: Gary
Second: Bill
Vote: Unanimous

Note: 195 teacher days/180 school days. September 7-June 7

- 37. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors will enter into settlement agreements with the following families of students with special needs

- Student A at \$52,137.60 for tuition and fees from 2013-2015
- Student B at \$148,300.00 evaluation, tuition and fees from 2013-2016
- Student C at \$55,000 tuition and fees from 2013-2016
- Student D at \$36,000 tuitions and fees from 2013-2016.

First: Gary
Second: Bill
Vote: Unanimous

- 38. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approve the additional PTO days for non-instructional staff - December 26, 2014 and January 2, 2015.

First: Brian
Second: Gary
Vote: Unanimous

Note: This is the Holiday gift to non-instructional staff in concert with the two work from home days for teachers (December 22 & 23, 2014). The building(s) will be closed for December 26, 2014 and January 2, 2015.

39. Motion: Be it resolved that the PA Leadership Charter School Board of Directors approve the Disposal of Equipment policy. (attached)

First: Gary

Second: Brian

Vote: Unanimous

Old Business:

New Business:

Special Reports:

2512 Students enrolled in PALCS as of December 17, 2014 at 2:15 PM for the 2014 2015 School

849 New Students Enrolled for 2014-2015 School Year

173 Students are currently enrolled at the University Scholars Program 2014-2015 School Year (Up 7 from 166)

142 • Cyber/Virtual / OnSite Learners

31 • Cyber

230 Students are currently enrolled at the Center for Performing and Fine Arts for the 2014 - 2015 School Year (Up 13 from 221) in September)

213 • Onsite Students

84 • Middle School Students

129 • High School Students

17 • Remote Access Students

Computers are being returned. **232** computer systems are scheduled to be returned (**Down 15 from 247**)

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

School District Payments:

a.	Thus far (2014-2015) 229 out of 377 school districts have paid	
b.	Billed through November for 2014-2015 school year	\$ 10,802,052.52
c.	\$ received from Districts through 11/30/2014	\$ (6,923,464.51)
	\$ received from UNIPAY through 11/30/2014	\$ (3,377,023.35)
	\$ total received through 11/30/2014	\$ (10,300,487.86)
d.	Due for 2014-2015 School Year	\$ 501,564.66
e.	Due for the 2013-2014 Reconciliation	\$ 268,748.53
f.	Billed for December 2014	\$ 2,316,989.97
g.	TOTAL DUE	\$ 3,087,303.16

Department Reports:

Mark Allen – Performing / Fine Arts:

Mary Ann Dunne – Controller:

Joyce Good – Academic Report:

Heidi Gough – Marketing Director:

Neha Morrison – Human Resources:

Mark Murray – IT Director:

School Nurse

Debby Weisbach – Student Services:

Public Comments and Questions:

Adjournment:

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

First:

Second:

Vote:

Next meeting: January 15, 2015

will be located at:

Performing and Fine Arts Building

Phone: 610.701.3333

5:00 PM Executive Session

6:00 PM Public Board Meeting

(approximate)

Ending Time: _____ 9:40 _____ PM