PA Leadership Charter School Board Meeting
Executive Session:

I. PERSONNEL:

PREVIOUSLY HIRED:
Shawn Voyten – (Pitt office) HS Sp Ed teacher at $42,541.20 with appropriate benefits
Loren Focht – 8th grade Sp Ed teacher at $52,399.36 with appropriate benefits
Douglas Orr – Temporary Shipping Rep at $10.00/hour
Diane Eckman – LTS at $19.66/hour
Maria Majersly – (Pitt office) HS math teacher at $39,592.28 with appropriate benefits
Caitlin Moser – LTS at $18.00/hour
Sheri Palivoda (Pitt office) LTS at $18.00/hour
Marissa Pardus – (Pitt office) Sp Ed teacher at $39,025.48 with appropriate benefits
Katherine Preworski – USP Biology Teacher at $43,085.12 with appropriate benefits
Kristina Takac – (Pitt office) HS Math Teacher at $47,272.16 with appropriate benefits
Colleen Canfield – Academic Advisor -- $18.00/hour with appropriate benefits
Brenda Olson – LTS – Elementary teacher at $18.00/hour
Jianna Conway – Marketing Assistant at $14.00/hour with appropriate benefits
Laree Becker – Elementary Sp Ed teacher at $42,126.00 with appropriate benefits

HIRING AT THIS BOARD MEETING:
Jeffrey Putt – (Pitt office) HS Technology Teacher at $45,512.00 with appropriate benefits
Jill Kauffman – PT Federal Funds Admin Assistant at $16.50/hour
Gabby Patterson – Administrative Assistant to the Director of Administration at $16.50/hour with appropriate benefits
Jane Yerkes – USP School Nurse at $47,476.00 with appropriate benefits
Nicole Kotch – HS Physical Education at $51,475.00 with appropriate benefits
Christine Reilly – Academic Advisor at $18.00/hr with appropriate benefits
David Sofranko – Hardware Engineer at $42,993.60 with appropriate benefits

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

POSITION AND RATE CHANGES
Erol Okcuoglu – Technical Support Technician to Hardware Manager at $52,918.00 with appropriate benefits

II. LEGAL:

III REAL ESTATE:
PA Leadership Charter School Board Meeting
Agenda
April 21, 2017 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380

Start time: __1:39_PM
Ending time: __3:43__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 third Friday of the month. Agenda will be posted on www.palcs.org website. Locate “Who We Are” in the toolbar and click “School Board Meetings and Board Members.”

Future meetings:
• June 16, 2017
• August 18, 2017

Roll call:
• Tom Curyto [ x ] present [ ] not present
• Gary Dougherty [ x ] present [ ] not present
• Bill Middleton [ x ] present [ ] not present
• Dr. Brian Shuffler [ x ] present [ ] not present
• Carolyn Welsh [ x ] present [ ] not present

Also present regularly:
Mark Allen, Eileen Bowers, Heidi Gough, Jim Hanak, Seth Heiland, Andrew Lehr, Mark Murray, Gabby Patterson, Debby Weisbach

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 20, 2017.

   First: Gary Dougherty
   Second: Tom Curyto
   Vote: Unanimous

**Fiscal Management:**

2. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the financial report through March 2017.

   First: Carolyn Welsh
   Second: Brian Shuffler
   Vote: Unanimous

3. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve the consulting agreement with Agentis Technology, LLC. The scope of the agreement is software development related to our learning platform, PALCSchool. Contracted hours will not be less than 4,520 hours with an annual amount of $556,000. PALCS will be invoiced monthly (See Attachment A).

   First: Gary Dougherty
   Second: Tom Curyto
   Vote: Unanimous

4. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the contract with the Comcast Metro E division for supplemental Internet service at 1332 Enterprise Drive and 1585 Paoli Pike through the eRate program. It is a three year contract with a cost of $3900 monthly before eRate reimbursements. With eRate reimbursements at the 80% rate PALCS typically receives, the cost will be $780 per month. This fiber optic-based Internet service will be used to replace the existing copper-based Comcast Business class Internet service used for some aspects of our network infrastructure. It will also be used to diversify our network configuration and further safeguard our network (see Attachment B).

   First: Brian Shuffler
   Second: Carolyn Welsh
   Vote: Unanimous

5. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve the resale of 271 computers equipment that have reached the end of their life cycle at PALCS. Prospective buyers include HP Custom Trades and Cap Assets. Per unit price is pending inspection by hardware buyer.
First: Gary Dougherty  
Second: Brian Shuffler  
Vote: Unanimous

**Personnel:**

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

- Jeffrey Putt – (Pitt office) HS Technology Teacher at $45,512.00 with appropriate benefits
- Jill Kauffman – PT Federal Funds Admin Assistant at $16.50/hour
- Gabby Patterson – Administrative Assistant to the Director of Administration at $16.50/hour with appropriate benefits
- Jane Yerkes – USP School Nurse at $47,476.00 with appropriate benefits
- Nicole Kotch – HS Physical Education at $51,475.00 with appropriate benefits
- Christine Reilly – Academic Advisor at $18.00/hr with appropriate benefits
- David Sofranko – Hardware Engineer at $42,993.60 with appropriate benefits

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

**Policy Issues:**

7. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendums of the Employee Handbook *Hours of Work Policy* and *Normal Work Hours Defined* amended as indicated in red (See Attachment E):

First: Brian Shuffler  
Second: Gary Dougherty  
Vote: Unanimous

**Old Business:**

**New Business:**

8. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall contract with Helen Goltsos-Baskwill to research and write foundation grants for the school at a rate of $50 per hour – no benefits. Goltsos-Baskwill shall report directly to the CEO.

First: Gary Dougherty  
Second: Tom Curyto  
Vote: Unanimous
9. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall contract with Julie Cardiff to develop and maintain a cyber parent team to keep Pennsylvania Legislators informed at a rate of $30 per hour – no benefits – maximum 20 hours per week. Cardiff shall report directly to the CEO.

First: Tom Curyto  
Second: Gary Dougherty  
Vote: Unanimous  
**NOTE:** The ultimate objective is to have Cardiff working for the Public Cyber Charter School Association (PCCSA) and having the member schools of the Association covering her costs.

10. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the 2017-2018 school year calendar (See Attachment C).

First: Carolyn Welsh  
Second: Tom Curyto  
Vote: Unanimous

11. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors approve the addition of President’s Day to the 2017-2018 Non Instructional Holiday Schedule (See Attachment D).

First: Carolyn Welsh  
Second: Gary Dougherty  
Vote: Unanimous

**Special Reports:**

**2699** Students enrolled in PALCS as of April 20, 2017 at 9:24AM for the 2016-2017 school year. Up from **2570** (January 18, 2016)

**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

School District Payments:  
a. Thus far (2016-17) 259 out of 404 school districts have paid.  
b. Billed through March for the 2016-17 school year $ 24,702,846.11  
c. Received from districts through 03/31/2017 $ (17,779,463.28)  
   Received from UNIPAY through 03/31/2017 $ (7,003,919.28)  
   TOTAL of b and c $ (24,783,382.56)  
d. Due to PALCS for the 2016/17 School Year $ (80,536.45)*  
e. Due to PALCS for the 2015/16 Reconciliation $ 6,194.86  
f. Due to PALCS for the 2014/15 Reconciliation $ 2,416.13  
g. Due to PALCS for the 2013/14 Reconciliation $ 28,995.12  
h. Billed to school districts for January 2017 $ 2,918,435.80  
i. TOTAL DUE $ 2,875,505.46  

*Negative as the billing is now done near the 10th of the month. Received total includes payments

Department Reports:  
Mark Allen– Performing/Fine Arts  
Eileen Bowers–Director of Office Administration  
Mark Allen–Academics  
Heidi Gough–Marketing  
Mark Murray–IT  
Seth Heiland–HR  
Debby Weisbach–Student Services

Public Comments:  

Adjournment:  

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

First: Brian Shuffler  
Second: Gary Dougherty  
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: __3:43__ PM