

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
 Lare 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 present not present
- Gary Dougherty present not present
- Bill Middleton present not present
- Dr. Brian Shuffler present not present
- Carolyn Welsh present not present

Also present regularly:

Mark Allen, Eileen Bowers, Heidi Gough, Jim Hanak, Seth Heiland, Andrew Lehr, 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 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	<u>\$ (7,003,919.28)</u>
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	<u>\$ 2,875,505.46</u>

**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**