

## **PA Leadership Charter School Board Meeting Executive Session:**

### **I. PERSONNEL:**

#### **PREVIOUSLY HIRED:**

Amber Clark – LTS Guidance Counselor at \$37,440.00 with appropriate benefits  
 Julianne Walsh – HS English Teacher at \$39,009.88 with appropriate benefits  
 Daniel VanHassent – HS Social Studies Teacher at \$42,125.98 with appropriate benefits  
 Julianna Maurer – Sp Ed Teacher at \$39,009.88 with appropriate benefits  
 Melissa Perri – MS Science Teacher at \$39,009.88 with appropriate benefits  
 Michele Bradley – (Pitt Office) Phys Ed Teacher at \$51,475.06 with appropriate benefits  
 Mollie Devinney – (Pitt Office) MS Science Teacher at \$53,316.12 with appropriate benefits  
 Audrey Perez – HS Science Teacher at \$45,419.92 with appropriate benefits  
 Seth Reich – CPFA Theater Teacher at \$42,125.98 with appropriate benefits  
 Tyler Propfe – Elementary Music Teacher at \$39,010.14 with appropriate benefits  
 Rebecca McGowan – HS Business Tech Teacher at \$43,154.02 with appropriate benefits  
 Erica Titlow – HS Guidance Counselor at \$42,125.98 with appropriate benefits  
 Carlee Moyer – Guidance Support Specialist at \$18.00/hour with appropriate benefits  
 Heather Priar – HS Guidance Counselor at \$42,125.98 with appropriate benefits  
 Dan Doogan – HS Social Studies at \$43,154.02 with appropriate benefits  
 Sarah Williamson – Marketing Assistant at \$14.00/hour with appropriate benefits  
 Allison Stulak – Help Desk Support at \$13.00/hour with appropriate benefits  
 Victoria Morrow – (Pitt Office) MS Sp Ed Teacher at \$42,125.98 with appropriate benefits  
 Lori Tarjanian – Student Testing Support Specialist at \$15.50/hour with appropriate benefits

#### **HIRING AT THIS BOARD MEETING:**

Paula Bridgewater – HS Math Teacher at \$39,010.00 with appropriate benefits (Replacement)  
 Michelle Albanese – Elementary Teacher at \$39,010.00 with appropriate benefits (Replacement)  
 David Gerstle – MS Social Studies Teacher at \$39,010.00 with appropriate benefits (New Position)

**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:**

Charles Berkheimer – Maintenance Assistant to Maintenance Supervisor at \$21.50/hour with appropriate benefits

### **II. LEGAL:**

### **III. REAL ESTATE:**

**PA Leadership Charter School Board Meeting  
Minutes  
November 17, 2017 – 1:00 PM  
1332 Enterprise Drive, West Chester, PA 19380**

**Start time: \_\_1:47\_\_ PM  
Ending time: \_\_4:06\_\_ 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](http://www.palcs.org) website. Locate “Who We Are” in the toolbar and click “School Board Meetings and Board Members.”

### Future meetings:

- January 19, 2018
- March 16, 2018

### 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, Roger Masch, 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 September 15, 2017.

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: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

- 3. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the salary increases for PALCS Employees (See Attachment A) effective September 1, 2017.

First: Carolyn Welsh  
Second: Tom Curyto  
Vote: Unanimous

- 4. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendum of the contract for Dr. James Hanak to reflect the pay raise percentage for the CEO (See Attachment B).

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

- 5. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall increase Andrew Lehr's payments from \$115/hour to \$200/hour beginning November 1, 2017 (See Attachment C).

First: Tom Curyto  
Second: Carolyn Welsh  
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:

Paula Bridgewater – HS Math Teacher at \$39,010.00 with appropriate benefits (Replacement)  
Michelle Albanese – Elementary Teacher at \$39,010.00 with appropriate benefits (Replacement)  
David Gerstle – MS Social Studies Teacher at \$39, 010.00 with appropriate benefits (New Position)

First: Carolyn Welsh  
Second: Tom Curyto  
Vote: Unanimous

**Policy Issues:**

- 7. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendums made to the *Leadership Team Supplemental Benefits* policy as indicated in red and strikethroughs (See Attachment D).

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

- 8. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendums made to the graduation requirements (See Attachment E).

First: Carolyn Welsh  
Second: Tom Curyto  
Vote: Unanimous

- 9. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendums made to the *Instructional Sick Time* policy as indicated in red and strikethroughs (See Attachment I).

First: Tom Curyto  
Second: Carolyn Welsh  
Vote: Unanimous

**Old Business:**

**New Business:**

**10. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Procedures for Billing* policy (See Attachment F).

First: Carolyn Welsh  
 Second: Tom Curyto  
 Vote: Unanimous

**11. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Dating Violence Policy* (See Attachment G).

First: Carolyn Welsh  
 Second: Tom Curyto  
 Vote: Unanimous

**12. Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a three-year contract with PowerSchool Group LLC. The contract is for software to aid in the management of student information and also software to manage special education IEPs and 504s. The annual subscription fee is \$31,868.96 due yearly on July 1. This subscription begins in 2018. The contract also includes one-time fees for implementation, training and support totaling \$22,682.00 due December 17, 2017 (See Attachment H).

First: Tom Curyto  
 Second: Carolyn Welsh  
 Vote: Unanimous

**Special Reports:**

**2732** Students enrolled in PALCS as of November 16, 2017 at 2:44 PM for the 2017-2018 school year. Up from **2469**. (September 15, 2017)

**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. Eighth 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

**School District Payments:**

|  |                           |
|--|---------------------------|
| a. Thus far (2017-18) 237 out of 393 school districts have paid. |                           |
| b. Billed through December for the 2017-18 school year           | \$ 11,003,937.18          |
| c. Received from districts through 12/31/2017                    | \$ (7,872,182.55)         |
| Received from UNIPAY through 12/31/2017                          | \$ (3,246,910.10)         |
| <b>TOTAL of b and c</b>  | <b>\$ (11,119,092.65)</b> |
| d. Due to PALCS for the 2016/17 School Year                      | \$ (115,155.47)*          |
| e. Due to PALCS for the 2015/16 Reconciliation                   | \$ 138,998.02             |
| f. Due to PALCS for the 2014/15 Reconciliation                   | \$ 361.37                 |
| g. Due to PALCS for the 2013/14 Reconciliation                   | \$ 28,995.12              |
| h. Billed to school districts for November 2017                  | \$ 2,954,549.13           |
| <b>i. TOTAL DUE</b>  | <b>\$ 3,007,025.93</b>    |

*\*Negative as the billing is now done near the 10<sup>th</sup> of the month. Received total includes payments*

**Department Reports:**

Mark Allen – Academics/Performing and Fine Arts  
 Eileen Bowers – Director of Office Administration  
 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: Tom Curyto  
 Second: William Middleton  
 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: 4:06 PM**