

PA Leadership Charter School Board Meeting Executive Session:

I. PERSONNEL:

PREVIOUSLY HIRED:

HIRING AT THIS BOARD MEETING:

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

NOTE: LTS – Long Term Substitute
 USP – University Scholars Program
 CPFA – Center for Performing and Fine Arts
 Sp Ed – Special Education
 HS – High School
 MS – Middle School
 PT – Part Time

POSITION AND RATE CHANGES:

Brenda Olson – LTS to FT Elementary Teacher with appropriate benefits

II. LEGAL:

III. REAL ESTATE:

**PA Leadership Charter School Board Meeting
Minutes
September 15, 2017 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380**

**Start time: 1:31 PM
Ending time: 2:52 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 “Organization” in the toolbar and click “School Board Meetings and Board Members.”

Future meetings:

- November 17, 2017
- January 19, 2017
- March 16, 2018
- May 18, 2018
- June 15, 2018

Roll call:

- Tom Curyto present not present
- Gary Dougherty present not present (via phone)
- 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 June 16, 2017.

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

Fiscal Management:

- 2. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the September 2017 financial report submitted by Dr. James Hanak and Roger Masch and direct the CEO to pay the bills (as the money becomes available).

First: Carolyn Welsh
 Second: Bill Middleton
 Vote: Unanimous

Personnel:

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

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
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 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

First: Gary Dougherty
 Second: Carolyn Welsh
 Vote: Unanimous

Policy Issues:

- 4. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the addendums of the Employee Handbook: *Per Diem Meal Policy, Computer Network and Internet Access Policy, Paid Time Off, Mileage Expenses When Using a Private Vehicle, Mandated Reporting/ Child Abuse Training Policy, and Employee Status: Full Time, Part Time and Temporary Employee Status* amended as indicated in red and strikethroughs (See Attachment A).

First: Gary Dougherty
 Second: Carolyn Welsh
 Vote: Unanimous

Old Business:**New Business:**

- 5. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the 2017 2018 School Academic Profile with the deletion of the words “tuition free.” (See Attachment B).

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

- 6. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the 2017 2018 PALCS Student Parents Handbook.

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

- 7. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the electronic signature for eGrants (See Attachment C).

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

- 8. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the *Student/Employee Immigration Policy* (See Attachment D).

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

- 9. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the *English as a Second Language/Bilingual Program Policy* (See Attachment E).

First: Carolyn Welsh
 Second: Gary Dougherty
 Vote: Unanimous

- 10. Motion:** Be it resolved that the PA Leadership School Board of Directors shall approve the *Mobile Hotspot for Students Policy* (See Attachment F).

First: Gary Dougherty
 Second: Carolyn Welsh
 Vote: Unanimous

Special Reports:

2577 Students enrolled in PALCS as of September 13, 2017 at 2:40 PM for the 2017-2018 school year. Up from 2469. (June 16, 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. 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

School District Payments:

- a. Thus far (2017-18) 96 out of 355 school districts have paid.
- b. Billed through July for the 2017-18 school year \$ 2,687,791.29
- c. Received from districts through 12/31/2016 \$ (953,415.31)
- Received from UNIPAY through 12/31/2016 \$ (759,211.57)
- TOTAL of b and c** \$ (1,712,626.88)

d. Due to PALCS for the 2016/17 School Year	\$ (468,001.26)*
e. Due to PALCS for the 2015/16 Reconciliation	\$ 119,689.24
f. Due to PALCS for the 2014/15 Reconciliation	\$ 6,903.56
g. Due to PALCS for the 2013/14 Reconciliation	\$ 28,944.10
h. Billed to school districts for January 2017	\$ 2,702,294.40
i. TOTAL DUE	\$ 2,389,830.04

**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:

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

First: Carolyn Welsh
 Second: Bill 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: 2:52 **PM**