

PA Leadership Charter School Board Meeting Executive Session:

I. PERSONNEL:

Anastasia Andrej – HS Biology Teacher at \$43,495.86 with appropriate benefits
 Jennifer Arnold – HS Math Teacher at \$46,194.68 with appropriate benefits
 Patricia Ashe – HS Math Teacher at \$60,392.95 with appropriate benefits
 Mary Black – SpEd Resource Teacher at \$57,972.99 with appropriate benefits
 Michele Costello – IEP Coordinator at \$65,000 with appropriate benefits
 Kerry Duke – Supervisor of SpEd at \$85,000 with appropriate benefits
 Hannah Hocker – ES 1st Grade Teacher at \$40,899.96 with appropriate benefits
 Martin Hopson – USP English Teacher at \$42,968.52 with appropriate benefits
 Kathleen Johnson – USP Social Studies Teacher at \$54,115.74 with appropriate benefits
 Kirsten Mackey – USP Math Teacher at \$41,988.30 with appropriate benefits
 Eric Madison – HS Math Teacher at \$72, 937.15 with appropriate benefits
 Holly Makin – SpEd Life Skills Teacher at \$53,381.90 with appropriate benefits (Pitt)
 Megan Martin – MS Language Arts Teacher at \$40,899.96 with appropriate benefits
 Kristina Ndau – Math/ Science S.O.A.R. Teacher at \$39,790.20 with appropriate benefits
 Megan Orner – Related Services Coordinator at \$48,000 with appropriate benefits (rehire)
 William Palmer – HS Math Teacher at \$56,062.51 with appropriate benefits
 Basil (Bill) Pfaffas – HS Social Studies at \$ 39,790.00 with appropriate benefits
 Gabriella Propato – HS English Teacher at \$39,790.20 with appropriate benefits
 Nathan Reiher – Help Desk Support Technician at \$13.00/hr with appropriate benefits
 Merridith Roth – HS PhyEd Teacher at \$39,790.20 with appropriate benefits
 Jayme Ruby – Academic Advisor at \$37,4440 with appropriate benefits
 Stephan Saddler – HS Biology Teacher at \$39,770.00 with appropriate benefits
 Chelsea Sammaraone – HS Social Studies Teacher at \$39,790.20 with appropriate benefits
 Samantha Scioli – HS English Teacher at \$39,790.20 with appropriate benefits
 Christina Strellec – MS LA/SS S.O.A.R. Teacher at \$51,909.13 with appropriate benefits
 Zofia Swiatek – Federal Programs Coordinator at \$48,000 with appropriate benefits
 Tunde Szilagyi – HS Biology Teacher at \$41,443.62 with appropriate benefits
 Erin Todorovac – USP English Teacher at \$46,194.68 with appropriate benefits
 Sydney Van Rhee – ES 3rd Grade Teacher at \$39,790.20 with appropriate benefits
 Whitney Wright – Supervisor of Curriculum at \$70,000 with appropriate benefits

PREVIOUSLY HIRED:

Nadya Santos – Elementary SpEd Teacher at \$46,194.46 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:

- Eileen Bowers – From Director of Office Administration at \$87,740.12 to Director of Operations at \$95,000
- Amber Clark – From LTS Guidance Counselor at \$37,814.40 to CPFA Guidance Counselor at \$43,495.92
- Brynn Culleiton – From Orientations Representative at \$16.67/hour to First Grade Teacher at \$39,790.20
- Kristina Day – From Elementary School Teacher at \$60,392.95 to Elementary Reading Specialist at \$63,885.53
- Deb Kulp-Woodruff – HS SpEd Teacher at \$68,158.84 to IEP Compliance Monitor at \$72,937.15
- Michael Logue – From HS Social Studies Teacher at \$44,649.85 to Assistant Principal at \$70,000
- Gabby Patterson – From Administrative Assistant at \$16.82/hour to Executive Assistant at \$45,000
- Amy Sarno – From Middle School English Teacher at \$52,247.13 to Middle School S.O.A.R. Program Coordinator at \$54,115.74
- Jennifer Schelling – Elementary School Teacher at \$45,045.24 to Elementary School Instructional Coach at \$46,194.68
- Michael Van Etten – Elementary School Teacher to Elementary Math Interventionist

II. LEGAL:**III. REAL ESTATE:**

**PA Leadership Charter School Board Meeting
Minutes
September 14, 2018 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380**

Starting time: 2:14 PM

Ending Time: 4:15 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: Moving forward, meetings will be held on the **second 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 9
- January 11
- March 8
- May 10

Roll call:

- Tom Curyto 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 May 18, 2018.

First: Tom Curyto
Second: Brian Shuffler
Vote: Unanimous

- 2. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the resignation of Bill Middleton from the PALCS' Board of Directors effective August 13, 2018.

First: Brian Shuffler
Second: Tom Curyto
Vote: Unanimous

- 3. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept Dr. John Wingerter as a new Board Member effective immediately.

First: Brian Shuffler
Second: Tom Curyto
Vote: Unanimous

- 4. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall appoint Dr. John Wingerter to be the chairman of the PALCS Board of Directors effective immediately.

First: Brian Shuffler
Second: Tom Curyto
Vote: Unanimous

Fiscal Management:

- 5. 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 (see financial report).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 6. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall formally authorize Friends of PA Leadership Charter School (secured by PA Leadership Charter School) to purchase 1585 Paoli Pike, West Chester, PA, 19380 from Paoli Pike, LP (John Newton and other investors) for \$5,350,000 and to instruct Roger Masch and Eileen Bowers to draw an agreement between Friends and PALCS to account for ownership/leasing, etc. (see Resolution, Purchase of 1885 Paoli Pike).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 7. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the terms of First Resource Bank for \$2,000,000 line of credit. With this offer, PA Leadership will make First Resource Bank the school's primary banking institution (See Attachment A).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 8. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept that partnership agreement with the Johnstown Tomahawks for \$7,500 (See Attachment B).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 9. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the purchase of a digital billboard advertisement from Keystone Outdoor Advertising for 12 weeks located on I-95 for \$5,100 (See Attachment C).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 10. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the partnership agreement with the Lehigh Valley Phantoms for \$28,070 (See Attachment D).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 11. Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the partnership with the Lehigh Valley Ironpigs Baseball Club for \$18,850 (See Attachment E).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 12. Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a lease schedule on a Master Lease Line of Credit with HP Financial Services for the amount of \$515,192.76, term of 3 years, rate of 6.11%, with a monthly payment of \$15,697.76. The purpose of this lease is for student and staff computer equipment and servers (See Attachment F).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

Personnel:

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

Anastasia Andrej – HS Biology Teacher at \$43,495.86 with appropriate benefits
 Jennifer Arnold – HS Math Teacher at \$46,194.68 with appropriate benefits
 Patricia Ashe – HS Math Teacher at \$60,392.95 with appropriate benefits
 Mary Black – SpEd Resource Teacher at \$57,972.99 with appropriate benefits
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 Whitney Wright – Supervisor of Curriculum at \$70,000 with appropriate benefits

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

13a. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the position of Director of Operations.

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

13b. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the position of IEP Compliance Monitor.

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

Old Business

New Business:

14. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the *Employment of Minors Policy* (Attachment G).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

15. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the 2018-2019 Academic Profile (Attachment H).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

16. Motion: Be it resolved that the Board of Directors of the Pennsylvania Leadership Charter School shall pass the attached resolution to authorize the payment of legal fees for Lamb McErlane incurred involving the ongoing investigations by the Pennsylvania Inspector General, and related investigations by the Pennsylvania Office of Auditor General and the US Department of Education and the State Ethics Commission for matters directly involving PALCS or matters of interest to PALCS. This authorization does not include payment of any bills, whether penalties by the State Ethics Commission or counsel fees, incurred by William L. Middleton, or his son, Christian Middleton, or Green Lawnspring, LLC, which are not PALCS' liabilities.

First: Tom Curyto
Second: John Wingerter
Vote: Unanimous

17. Motion: Be it resolved that the Board of Directors of the Pennsylvania Leadership Charter School shall authorize the HP lease for staff / student computers. The lease terms are: 36 months, \$377.884 total cost, \$11,514.13 monthly cost, one-dollar buyout at the end of the lease term (attached: agreement # 5350276421-00006).

First: Tom Curyto
Second: John Wingerter
Vote: Unanimous

18. Motion: Be it resolved that the Board of Directors of the Pennsylvania Leadership Charter School is now officially notified that in an effort to be thorough and transparent with the Board that the CEO’s personal chiropractor is also a PALCS Board Member - Brian Shuffler. In Hanak’s CEO Contract, he is allowed to be reimbursed by the school for any medical expenses that are not covered by the school's insurance. He does receive reimbursement under his contract for some Chiropractic services not covered by the school's insurance. Dr. Shuffler will recuse himself during deliberations or vote related to this relationship. This motion is to notify the Board and to have the Board confirm that they know of this relationship.

First: Tom Curyto
 Second: John Wingerter
 Vote: Unanimous

Special Reports:

2859 Students enrolled in PALCS as of September 12, 2018, at 3:05 PM for the 2018-2019 school year. Down from 2937 (May 15, 2018)

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
- n. Fourteenth year of operation – \$42.3 million

School District Payments:

a. Thus far (2018–2019) 183 out of 400 school districts have paid.	
b. Billed through July for the 2018-19 school year	\$ 6,161,699.05
c. Received from districts through 07/31/2018	\$ (3,636,871.61)
Received from UNIPAY through 07/31/2018	\$ _____ (-)
TOTAL of b and c	\$ (3,636,871.61)
d. Due to PALCS for the 2018/19 School Year	\$ (2,524,827.44)*
e. Due to PALCS for the 2017/18 Reconciliation	\$ 286,218.49

f. Due to PALCS for the 2016/17 Reconciliation	\$ 71,828.14
g. Due to PALCS for the 2015/16 Reconciliation	\$ 2,085.13
h. Due to PALCS for the 2014/15 Reconciliation	\$ -
i. Billed to school districts for August 2018	\$ 3,243,943.73
j. TOTAL DUE	\$ 6,010,071.51

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

Department Reports:

- Mark Allen – Academics/CPFA/USP
- Eileen Bowers – Director Operations
- Heidi Gough – Marketing
- Seth Heiland – HR
- Mark Murray – IT
- Debby Weisbach – Student Services

Public Comments:

Adjournment:

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

First: Carolyn Welsh
 Second: John Wingerter
 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: 4:15 PM