

**PA Leadership Charter School Board Meeting
Minutes
September 13, 2019 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380**

Starting Time: 1:52 PM

Ending Time: 3:38 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 **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 8, 2019**
- **January 10, 2020**
- **March 13, 2020**
- **May 8, 2020**

Roll call:

- | | |
|----------------------|--|
| • Tom Curyto | [X] present [] not present (On Phone) |
| • Dr. Brian Shuffler | [] present [X] not present |
| • Carolyn Welsh | [X] present [] not present |
| • Dr. John Wingerter | [X] present [] not present |

Also present regularly:

Mark Allen, Eileen Bowers, Heidi Gough, Jim Hanak, Seth Heiland, Lindsay Kulp, 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 10, 2019.

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 PALCS Board of Directors approve the fund balance resolution. (See Attachment A).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 4. Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a *Consulting Agreement with Agentis Technologies* for 1 year at an hourly rate of \$135.00 for a total of 5400 hours totaling \$729,000 to be paid on a monthly basis. as per the agreement, Agentis will design, develop, test and implement software enhancement to our school's learning content management system. Agreement runs from July 1, 2019 to June 30, 2020 (See Attachment B).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

- 5. Motion:** Be it resolved that 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 \$606,256.00 term of 3 years, rate 6.36%, with a monthly payment of \$18,542.34. The purpose of this lease is for student & staff computer equipment (See Attachment C located in Google Drive).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

- 6. Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a contract agreement with Canon Solutions Americas, Inc for maintenance and hardware of 17 multi-function printing devices for 63 months at a monthly rate of \$8470.73 (See Attachment D located in Google Drive).

First: Tom Curyto
 Second: Carolyn Welsh
 Vote: Unanimous

Personnel:

7. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the following new positions:

- School Community & Homeless Liaison
- Executive Administrative Assistant
- Family Support & Engagement Specialist

First: Carolyn Welsh
 Second: Tom Curyto
 Vote: Unanimous

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

Karis Bowman – HS Math Teacher at \$43,868.85 with appropriate benefits.
 Molly Gallagher – Marketing Assistant at \$14/hr with appropriate benefits
 Jessica Purcell – HS Academic Advisor at \$18/hr with appropriate benefits
 Cheryl Clothier – EL School Data and Interventionist at \$56,868.63 with appropriate benefits
 Tessa Jackson – MS Science Teacher at \$42,591.12 with appropriate benefits
 Katelyn Johnson – HS Instructional Coach at \$63,284.03 with appropriate benefits
 Ryan McCartney – Special Education Teacher at 42,591.12 with appropriate benefits
 Jacob Strevig – HS Science Teacher at \$46,540 with appropriate benefits
 Rebecca Walker – HS Guidance Counselor at \$58,859.03 with appropriate benefits
 Elizabeth Ferris – EL School Home Room Teacher at \$76,342.70 with appropriate benefits
 Anne Jordan – MS Academic Advisor at \$18/hr with appropriate benefits
 Cynthia Kline – EL School Home Room Teacher at \$41,350.60 with appropriate benefits
 Tishiema Lacy – MS &ES Administrative Assistant at \$16.50/hr with appropriate benefits
 Savannah Pino – MS Academic advisor at \$18/hr with appropriate benefits
 Colleen Urbine – EL School Home Room Teacher at \$60,919.10 with appropriate benefits
 Irene Wilson – EL School Home Room Teacher at \$49,798.30 with appropriate benefits
 Chenell Wright – Family Support & Engagement Specialist at \$45,000.00 with appropriate benefits
 Nicole Brooks – EL School teacher at \$41,350.60
 Salvatore Esposito – Health & Physical Education Teacher at \$42,591.12 with appropriate benefits

Rebecca Kaelin – Business & Technology Teacher at \$44,245.14 with appropriate benefits

AnneMarie Robinson – Graphic Design Teacher at \$44,245.14 with appropriate benefits

Cassidy Dawson – HS Guidance Counselor at \$46,939.37 with appropriate benefits

Devin Foster – HS Science Teacher at \$41,350.60 with appropriate benefits

Brooke Willis – MS Instructional Coach at \$53,087.47 with appropriate benefits

Ashley Redcay – MS Social Studies Teacher at \$44,245.14 with appropriate benefits

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 following position changes:

- Anna Danielson – from K-8 Administrative Assistant at \$18.82/hr to School Community & Homeless Liaison at \$45,000.00 (New Position)
- Lindsay Kulp – from Administrative Assistant at \$16.40/hr to Executive Administrative Assistant at \$20.00/hr (New Position)
- Deborah Kulp-Woodruff – from IEP Compliance Monitor at \$72,937.28 to Supervisor of Special Education at \$85,000
- Nathan Reiher – from IT Help Desk Support Technician at \$13.33/hr to IT Desktop Support Technician at \$18.27/hr
- Zofia Swiatek – from Federal Programs Coordinator at \$49,199.80 to Supervisor of Federal Programs at \$70,000.00
- Shawn Voyten – from HS Special Education Teacher at \$47,597.41 to MS Language Arts / Social Studies SOAR Teacher at \$54,945.54

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

Policy Issues:

10. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the Vocational Technical School Policy (See Attachment E).

First: Tom Curyto

Second: Carolyn Welsh

Vote: Unanimous

11. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the changes within PA Leadership Charter School Extended Work from Home Policy (See Attachment F).

First: Carolyn Welsh

Second: Tom Curyto

Vote: Unanimous

Old Business:

New Business:

12. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the new Pennsylvania Leadership Charter School Academic Profile 2019-2020 (See Attachment G).

First: Carolyn Welsh
 Second: Tom Curyto
 Vote: Unanimous

Special Reports:

3021 Students enrolled in PALCS as of Friday, September 10, 2019 at 10:00 AM for the 2019-2020 school year. Down from 3189 (May 2, 2019).

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
- o. Fifteenth year of operation – \$47.2 million

School District Payments:

a. Thus far (2019-2020) 188 out of 390 school districts have paid	
b. Billed through August for the 2019-2020 school year	\$7,582,393.17
c. Received from districts through 08/31/19	(\$3,865,346.56)
Received from UNIPAY through 08/31/19	(843,238.10)
TOTAL of b and c	(\$4,708,584.66)
d. Due for the 2019-2020 school year	2,873,808.51

e. Due for the 2018-2019 school year	46,967.30
f. Due for 2017-2018 Reconciliation	(\$15,929.27)
g. Due for the 2016-2017 Reconciliation	(\$255,831.20)
h. Due for the 2015-2016 Reconciliation	(\$2,085.13)
i. Due for the 2014-2015 Reconciliation	-
j. Due for the 2013-2014 Reconciliation	\$28,995.12
k. Billed for August of 2019 (school districts only; not including UNIPAY)	\$3,761,490.77
l. TOTAL DUE	\$6,437,416.10

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

Department Reports:

- Mark Allen – Academics/Performing and Fine Arts/University Scholars
- Eileen Bowers – Director of Office Operations
- 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: Carolyn Welsh
 Second: Tom Curyto
 Vote: Unanimous

Next meeting: November 8, 2019

**will be located at
 1332 Enterprise Drive
 12:00 PM Executive Session
 1:00 PM Public Board Meeting
 (approximate)**

Ending Time: __3:38__PM