



**PROVIDENT CHARTER SCHOOL
MINUTES
OF THE MEETING OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER
SCHOOL
May 9, 2023
6:00 – 8:00 PM**

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	OTHERS PRESENT
Dr. Jean Ferketish	Joseph DiMario	Maria Paluselli
John Rushford (via zoom)	Sheila Conway	Kathy Clark
Curtis Kossman	Dan Sponseller	Rachel Owens
David Baker (via zoom)	George Robinson	Darlene Brown
Terry Smith		Alan Shuckrow
		Sally Richards

Curtis Kossman convened the meeting at 6:11 p.m.

Public Comment

None.

Approval of Minutes

The meeting minutes from March 14, 2023 and April 11, 2023 were reviewed by the Board. The Board noted a change to the April, 2023 minutes as Board member Terry Smith was present for the meeting, but the minutes show him as absent.

ACTION: Upon motion by Curtis Kossman, seconded by Terry Smith, the meeting minutes from March 14, 2023 and April 11, 2023, as amended, were unanimously approved.

Report from Solicitor

Alan Shuckrow reminded the Board that Statements of Financial Interest forms are overdue at this point, and Board members should work to get those in to Maria as soon as possible. In addition, Mr, Shuckrow also reminded the Board that Act 55 training for all Board members is due by June 30th.

Report on School Operations

Maria Paluselli presented her report on school operations.

Enrollment: Ms. Paluselli provided the Board with updated information regarding enrollment. Currently there are 23 students enrolled for 2nd grade for the 2023-2024 school year, and seven (7) seats are still available. The total projected enrollment is 329; however, Ms. Paluselli believes that six (6) students from the upper grades will leave to return to their home school district, which will result in enrolling additional students in the lower grades.

“Troy Hill Citizens Group:” Ms. Paluselli discussed with the Board a local group seeking support from the school. The Citizens Group is involved in a project to rehabilitate the Cowley Recreation Center, which is located near the school. According to information provided by the citizens group, the City is undergoing a 9 month feasibility study regarding the project. The Board informed Ms. Paluselli they would like to talk with the head of the citizens group about ways the school can be supportive, and asked Ms. Paluselli to schedule the head of the citizens group to come to a board meeting to speak with the Board.

Maria noted that the annual PPS visit is scheduled for May 17, 2023.

Report on Hiring

Ms. Paluselli reported on hiring as reflected in Appendix A to the Agenda.

ACTION: Upon motion by Curtis Kossman, seconded by Jean Ferketish, the Board unanimously approved the hiring reflected on Appendix A to the Agenda for this meeting.

Report on Finance and Business Services

Ms. Paluselli provided a detailed list of vendor purchases for April 2023, which the Board reviewed and approved.

ACTION: Upon motion by Curtis Kossman, seconded by Jean Ferketish, the Board unanimously approved the vendor purchases for April 2023, provided by Ms. Paluselli, copies of which will be filed with these minutes.

Facilities and Finance Update

Curtis Kossman submitted the Financial Report to the Board, a copy of which will be filed with these minutes.

ACTION: Upon motion by Curtis Kossman, seconded by Terry Smith, the Board unanimously approved the Finance Report.

The Board entered into an informational discussion regarding the financing for the Provident Charter School – West building. The First Commonwealth credit committee has indicated that the financing is approved; in addition, the appraisal on the Provident West building came in at the purchase price. For the purposes of the Provident Central Board, part of the agreement with First Commonwealth for the financing was that the school would move its accounts to First Commonwealth. The Board discussed closing the line of credit with S & T Bank and moving forward with First Commonwealth, as well as transferring all assets including those currently at Stewart Capital.

ACTION: Upon motion by Curtis Kossman, seconded by Terry Smith, the Board unanimously approved the closing of all accounts and transferring of all accounts to First Commonwealth as discussed.

Vestibule Project

The Board discussed the bid for the project submitted by ABS Construction approved last month for the vestibule construction. The written contract between Provident and ABS is now ready for action and is in the amount of the bid which is \$154,341. The contract is a standard A1A document that has been reviewed by counsel and Maria Paluselli.

As a point of clarification, it is noted that there will need to be a change order issued during construction that the Board will consider at a later date because although the ceiling of the vestibule was initially left out, after discussions with the school safety officer and others, it has been determined that the vestibule needs a cover. The change order is placing a small canopy or roof around the vestibule (even though it is inside) and also adding ventilation. Although this is a minor change, it will require a change order.

ACTION: Upon motion by Curtis Kossman, seconded by Jean Ferketish, the Board unanimously approved the written contract with ABS Construction in the amount of \$154,341.

2023-2024 preliminary budget discussion: The Board engaged in a discussion regarding potential salary increases to include in the upcoming budget. Various percentages were discussed ranging from 5%, 7% and 10%, and the Board reviewed budget projections based on those various increases. Some board members were in favor of a 10% increase, while others favored a more moderate increase while waiting to see how Provident West does, and then allowing for an additional increase later in the year. The Board emphasized the importance of retaining the administrative staff, Wilson expertise. The Board also discussed what level of a fund balance should be maintained, and Alan Shuckrow noted that 8% is the minimum fund balance for school districts pursuant to the School Code.

Mr. Kossman emphasized that the Board is not voting tonight and thanked everyone for the healthy debate on the subject. He asked the Board members to give it additional thought before the issue is decided at the June Board meeting.

Federation Agreement Exhibit/MOU: Although this document has not been finalized, there is an exhibit that lists the salaried positions to be shared between Provident West and Provident Central. The current proposal is that Provident Central is to be allocated 2/3 of the cost while Provident West is to be allocated 1/3 of the cost. If full capacity at Provident West is not reached, then the allocation will likely be on some proration based on the number of students at Provident West. Mr. Shuckrow noted that this is a first draft, and the Provident West board will need to meet and more fully discuss these issues as well.

Special Events

Ms. Paluselli provided the Board with an invitation to 8th grade graduation scheduled for Wednesday, June 7th at 6:30 in the PCS gymnasium. Ms. Paluselli also provided the Board with information on the school's family engagement series, and invited the Board to the end of year lunch scheduled for June 9th at 12:30 at PCS.

There being no further business, the meeting was adjourned at 7:30 p.m.

Date

Daniel J. Sponseller
Secretary of the Board