



**PROVIDENT CHARTER SCHOOL  
MINUTES  
OF THE MEETING OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER SCHOOL**

Tuesday, December 13, 2016

6:00 – 8:00 PM

Provident Charter School

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Curtis Kossman	Jennifer Fichtner	Amelia Brett
Dr. Jean Ferketish	Dan Sponseller	Brett Marcoux
	Tyra Oliver	Rachel Owens
Avi Baran Munro	Dr. David Whitcomb	Maria Paluselli
Karen Colbert		Carol Wooten
Scott Cunningham		
Joseph DiMario		
Roland Gargani		
Andy Paterson		
John Rushford		

1. There was no public Comment

Call to Order by President: Mr. Kossman called the meeting to order.

2. Approval of Minutes from Prior Board Meetings: October 11, 2016:

A **MOTION** was made by Jean Ferketish, duly seconded by Andy Paterson, and the meeting minutes, previously circulated by email to all Board members, were approved with a correction to a date in item #9 for November.

3. Board Governance:

With **MOTIONS** made by Jean Ferketish and duly seconded, the meeting Board passed the following resolutions:

- Darra Bock removed from the Board due to inability to participate.
- Carol Wooten approved as a Board Member.
- January through June 2017 Board Meeting Dates set as the 3<sup>rd</sup> Tuesday of every month.

4. Report on Employment:

Mr. Marcoux delivered the report on current hiring and the proposed hiring employees listed in Appendix A as well as the separation of the Director of Enrollment. After a review of the proposed new employees, Dr. Ferketish moved to authorize the hiring of the new employees. The **MOTION** was seconded by Mr. Kossman, and all present voted in favor, and the motion passed. The Board also approved the separation package for the Enrollment Director.

5. Report on Business Services:

A **MOTION** was made and duly seconded to approve the scope of services for a contract, subject to review by counsel, with EverGreen Facility Services starting 1/6/2017.

6. Report on Enrollment:

Mr. Marcoux reported that 67 students were enrolled in the School with 3 additional students scheduled for a tour before winter break. There was discussion of exploring possibilities for expanding the 4<sup>th</sup> grade since that seems to be a major year for attracting students. Mr. Marcoux and his staff were asked to review school operations and come back with a recommendation.

Mr. Marcoux and Mr. Brian Tedeschi provided an overview of the marketing strategy that had been developed to support the upcoming enrollment period. Much discussion ensued. The report was favorably received.

Mr. Marcoux informed the Board that the Enrollment Period was set for March 1 – April 15.

7. Report on Finance and Facilities:

Mr. Gargani reported on the financial condition of the School. He reported on the available cash balances, the availability of the School's letter of credit, and on the school's spending.

A discussion was held on EITC.

Mr. Marcoux provided an overview of the city's program called "Tree Vitalize Pittsburgh"

8. Events:

Mr. Marcoux presented an update on upcoming open houses.

Saturday, January 21<sup>st</sup> 12 – 4pm  
Saturday, February 11<sup>th</sup> 12 – 4pm  
Saturday, February 25<sup>th</sup> 12 – 4pm

Since there was no further business to address a **MOTION** was made to close the meeting by Dr. Ferketish at 8:15p.m. and the meeting was adjourned.

Respectfully submitted,

B Jean Ferketish, PhD  
Board Vice President