



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

Tuesday, February 21, 2017

6:00 – 8:00 PM

Provident Charter School

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	OTHERS PRESENT
Curtis Kossman	Jennifer Fichtner	Alan Shuckrow
Dr. Jean Ferketish	Dr. David Whitcomb	Brett Marcoux
Carol Wooten	Karen Colbert	Maria Paluselli
Avi Baran Munro		
Scott Cunningham		
Joseph DiMario		
Roland Gargani		
Andy Paterson		
John Rushford (by phone)		
Dan Sponseller (by phone)		
Tyra Oliver (by phone)		

The meeting was convened by Curtis Kossman at 6:00 p.m.

Public Comment

None.

Approval of Minutes

ACTION: Upon motion by Curtis Kossman, second by Andy Paterson, the minutes for the Board's November 8th, December 13th and January 17th meetings were unanimously approved.

Report on Hiring

ACTION: Brett Marcoux delivered the report on current hiring and the proposed hiring of the individuals listed in Appendix A. After a review of the proposed new employees, and upon motion by Roland Gargani, second by Carol Wooten, the hiring of the employees listed on Appendix A was unanimously approved.

Principal's Report

Brett Marcoux presented a proposed Sick Day Policy (“Policy”). The Policy provides employees with 8 sick days and 2 personal days. Mr. Marcoux noted that the current handbook provides for 10 PTO days and does not distinguish between sick and personal days. Mr. Marcoux proposed some limited “bank” of days that don’t get paid out at the end of the year, but that would accumulate up to a maximum of 24 days. The Board agreed that counsel would assist in revising and finalizing the Policy. The Board also noted that the Policy would be good for attracting staff.

ACTION: Upon motion by Curtis Kossmam, second by John Rushford, the Policy, as revised, was unanimously approved.

Enrollment Report

Brett Marcoux reported that 76 students were enrolled in the School. He noted that the School started the year with 59 students, so there has been a significant increase. Mr. Marcoux reviewed the number of enrollment inquiries.

Mr. Marcoux informed the Board that the Open Enrollment Period was set for March 1 – April 12.

Marketing Report

Brett Marcoux distributed a marketing update. Mr. Marcoux discussed the marketing budget and noted that Brian Tedeschi is launching a number of initiatives, including a billboard prototype.

The Board discussed having Mr. Marcoux possibly do a television appearance or video marketing piece. The Board also discussed the importance of the school’s website and Facebook page to driving enrollment.

Maria Paluselli reported on the upcoming open house for evaluators and psychologists, which will take place on March 30th from 11-3 at Provident.

Business Service Report

Roland Gargani provided the Board with a report and update on the budget. Mr. Gargani advised the Board that the School is about to use its line of credit from Bridgeway capital, but that it will still finish the year ahead of budget. He noted that the School will be cautious and diligent as the

we enters the summer months, during which time the School will have continuing expenses but will not have income coming in.

Alan Shuckrow noted, with respect to McKeesport School District's lack of payment, that if needed he could reach out to the McKeesport Business Manager to inquire about payment.

Curtis Kossman presented and discussed the proposal from Fukui Architects and the anticipated improvements which will be completed in the near term.

Mr. Marcoux discussed a grant application for an education assistive technology opportunity from the Eden Hall Foundation. The Board engaged in a discussion, led by Jean Ferketish, regarding other grant opportunities, including with the Grable, Heinz, Kossman and Penguins Foundations.

Upcoming Events

Provident will host the Pittsburgh Martial Arts Championship on February 25, 2017.

Mr. Marcoux presented an update on upcoming open houses:

- Saturday, February 25st
- Saturday, March 11th
- Saturday, March 25th

Since there was no further business, the meeting was adjourned 8:15 p.m.

3-21-2017
Date

/s/ Daniel J. Sponseller
Secretary of the Board