



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

Tuesday, April 18, 2017

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		Brett Marcoux
Carol Wooten	Roland Gargani	Maria Paluselli
Joseph DiMario	Andy Paterson	Rachel Owens
Scott Cunningham	John Rushford	
Karen Colbert (phone)	Dr. David Whitcomb	
Tyra Oliver (phone)		
Dan Sponseller		

Curtis Kossman convened the meeting at 6:10 p.m.

**Public Comment**

None.

**Approval of Minutes**

**ACTION:** Upon motion by Dan Sponseller, second by Joe DiMario, the minutes for the Board's March 21, 2017 meeting were unanimously approved.

**Report on Governance**

Dan Sponseller discussed possible procedures for processing nominations for Board memberships, and agreed to communicate back to the Board regarding desired goals and skill sets for Board memberships, and to establish a group of three Board members to address new Board membership nominations and engagement.

### **Report on Business Services**

Brett Marcoux delivered a report on current transportation matters and a report on plans to convert the current gas oven in the kitchen to an electric line, such that the School will be able to contract with a food service. He reported that part of the conversion cost will be reimbursed by the national school lunch program.

### **Report on Hiring**

Brett Marcoux delivered a report on current hiring and the proposed hiring of the individuals listed on Appendix A to the Agenda ( Connie Joseph as Elementary School Director (1.0 full-time equivalency) and Kara Valenson as Teacher (.5 FTE)).

**ACTION:** Upon motion by Dan Sponseller, seconded by Curtis Kossman, the hiring of the employees as described on Appendix A to the agenda was unanimously approved.

### **Enrollment and Marketing Report**

Brett Marcoux distributed a written “Enrollment Update” dated as of April 18, 2017, which was discussed by the Board and will be filed with these minutes.

The Board also discussed current marketing activities. In addition, Mr. Marcoux reported on the status of the MakersSpace initiative, and reported that a video will be made, by a volunteer, regarding the School to further familiarize the public with the School. He further reported that the School is in further discussions with a previously-retained marketing/public relations firm regarding their services.

### **Finance and Facilities**

A “March 2017 Treasurer’s Report” submitted April 18, 2017 by Roland Gargani was circulated and discussed by the Board, and will be filed with these minutes. The report noted, among other things, outstanding receivables from school districts of \$344,690, and the Board discussed the need to monitor this amount and to attempt to assure timely payment of same.

The Board discussed various aspects for facilitating EITC credits for potential donations to the School, and Ms. Brett provided insight regarding this subject.

The Board also discussed possible auditors for the School.

The Board also discussed exploring possible reuses for the existing dormitory building at the School. Curtis Kossman and Joe DeMario agreed to form a committee to further explore this.

**Events**

Brett Marcoux reported on an Open House for Professionals with 42 persons in attendance. He then reported on scheduled future events for the School, as set forth in Item VIII of the Agenda.

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

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Date

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Secretary of the Board