



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

November 10, 2020

6:00 – 7:15 PM

Provident Charter School

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Dan Sponseller	David Whitcomb	Alan Shuckrow
Roland Gargani*		
	Andy Patterson	
David Baker*		Maria Paluselli
John Rushford*		Junior Board Members (2)
Curtis Kossman		Lisa Augustine*
Dr. Jean Ferketish		
Joseph DiMario*		

\*By Phone

Curtis Kossman convened the meeting at 6:05 p.m.

**Public Comment**

None.

**Approval of Minutes**

**ACTION:** Upon motion by Mr. Kossman, seconded by Dr. Ferketish, the Board unanimously approved the minutes of the Board meeting for October 13, 2020.

**Report on Governance/Legislative Update**

Mr. Shuckrow provided an update on charter renewal discussions with Pittsburgh Public Schools, and an update on election results.

**Report on School Operations**

Ms. Paluselli provided a detailed list of vendor purchases for October 2020, which the Board reviewed and approved.

**ACTION:** Upon motion by Mr. Sponseller, seconded by Mr. Kossman, the Board unanimously approved the vendor purchases for October 2020, provided by Ms. Paluselli, copy of which will be filed with these minutes.

Ms. Paluselli also submitted for approval proposed changes to the school's Health and Safety Plan, which eliminated the daily opt-in option for school in-person attendance during the pandemic, eliminated the last sentence of the first paragraph on page 10, and made certain other conforming changes consistent with the foregoing.

**ACTION:** Upon motion by Mr. Kossman seconded by Mr. Sponseller, the Board unanimously approved the changes to the school's Health and Safety Plan proposed by Ms. Paluselli, which eliminated the daily opt-in option for school in-person attendance during the pandemic, eliminated the last sentence of the first paragraph on page 10, and made certain other conforming changes.

Ms. Paluselli also submitted a year to date list of tuition reimbursements paid by the school for school employees' continuing education, consistent with the school's policy. After acknowledging the success of the program to date as an incentive to, and a basis for advancement and improvement of, our teachers, and further discussion it was agreed that the school would commit to increase the cap on the amount available for that program to \$102,000 for the 2021-2022 school year.

**ACTION:** Upon motion by Mr. Kossman, seconded by Dr. Ferketish, the Board unanimously voted to increase the cap on the amount available for the school employee continuing education program to \$102,000 for the 2021-2022 school year.

Ms. Paluselli presented proposed changes to (or origination of) the following policies of the school: (1) a new Fixed Assets Policy, to set forth the requirements for identification, inventory and reporting of certain property owned by the school, with a proposed minimum value of \$25,000; (2) New Parent Leave Policy, to improve the current plan to make it available after 90 days of employment (rather than a year); and (3) a new Anti-Bullying Policy. The Board engaged in a discussion of each of these policies and the proposed changes.

**ACTION:** Upon motion by Mr. Kossman, seconded by Mr. Sponseller, the Board unanimously approved proposed changes to (or origination of) the following policies of the school, copies of which will be filed with these minutes: (1) a new Fixed Assets Policy, to set forth the requirements for identification, inventory and reporting of certain property owned by the school, with a proposed minimum value of \$25,000 (subject to the approval by the school's auditors of the setting of the minimum value for the policy at \$25,000 for an individual asset); (2) New Parent Leave Policy, to improve the current plan to make it available after 90 days of employment (rather than a year); and (3) a new Anti-Bullying Policy.

### **Report on Hiring**

Ms. Paluselli reported on recent hiring needs, per Exhibit A to the Agenda.

**ACTION:** Upon motion by Mr. Sponseller, seconded by Dr. Ferketish, the Board unanimously approved the hiring of the employees listed on Exhibit A to the Agenda for this meeting.

**Enrollment Report**

Ms. Paluselli presented the current enrollment report which was attached as Appendix B to the Agenda.

**Report on Finance and Facilities**

Roland Gargani submitted the Treasurer’s Report to the Board.

**ACTION:** Upon motion by Mr. Kossman, seconded by Mr. Sponseller, the Board unanimously approved the Treasurer’s Report prepared by the esteemed Roland Gargani, a copy of which will be filed with these minutes.

The Board also discussed the school’s efforts to pay off the school mortgage and obtain a new line of credit.

**ACTION:** Upon motion by Mr. Kossman, seconded by Mr. Sponseller, the Board unanimously approved the school’s undertaking to pay off the school mortgage in its entirety upon obtaining a satisfactory line of credit to supply the school’s liquidity needs, with a target date for obtaining the foregoing of the end of November 2020.

**Report on Philanthropy**

The board reviewed and discussed a report on philanthropy matters prepared by Mr. Tim Tray.

**Parent Input**

The board acknowledged and reviewed an email submitted by a parent thanking the school for the substantial improvement it has made on the life of her child and their homelife, and particularly noting the improved self-esteem and confidence her child has shown since attending the school.

**Provident Junior Board Member’s Initiatives**

Two junior board members described their plans to (1) make a presentation to the school’s graduating class and their parents about what they might expect when entering high school, and (2) work on getting the school on Amazon Smile, and possibly preparing care packages for teachers. The board acknowledged that the graduating student presentation sounded particularly valuable, and thanked them for their initiative.

There being no further business, the meeting was adjourned at 7:15 p.m.

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Date

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Daniel J. Sponseller  
Secretary of the Board