



**PROVIDENT CHARTER SCHOOL-WEST  
MINUTES  
OF THE MEETING OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER  
SCHOOL-WEST  
February 6, 2024  
6:00 PM  
HELD AT PROVIDENT CHARTER SCHOOL AND VIA ZOOM**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Dr. Jean Ferketish	John Rushford	Maria Paluselli
George Robinson		Alan Shuckrow
Curtis Kossman		Rachel Owens
Don Marinelli		Darlene Brown
Terry Smith		Luke Weismantle
Sheila Conway		Brian Weismantle
Dan Sponseller		Sallie Richards
David Baker Mike Brady		

Curtis Kossman convened the meeting at 6:00 p.m.

**Public Comment**

None.

**Approval of Minutes**

The meeting minutes of the November and December meetings were reviewed.

ACTION: Upon motion by Sheila Conway, seconded by George Robinson, both sets of minutes were unanimously approved.

**Governance Report**

Alan Shuckrow reminded the Board that the Statement of Financial Interest (Ethics) forms are due May 1. The forms were provided to the Board members. Mr. Shuckrow offered to assist any

member in completing them. Mr. Shuckrow also mentioned that the subject of education and charter school funding was actively being debated and discussed in Harrisburg. George Robinson suggested that Provident do some outreach in Harrisburg in terms of awareness of Provident's mission. The Board liked the idea of an advocacy day in May. It was agreed that at the March meeting this topic will be explored further with the idea to have a plan to approve.

## **Reports**

### **Marketing and Recruitment/Enrollment**

Ms. Paluselli delivered the report on enrollment. There are currently 30 students enrolled at PCS-West. The School is accepting applications for the next school year.

It is critical that the Board and administration focus on increasing enrollment and receive outside assistance to do so. Ms. Paluselli presented a proposed contract with Charter School Capital (CSC) for digital and internet marketing. The proposal would include a base charge of \$30,000 and then a per student incentive for increasing enrollment. The Board discussed the proposal at length. It was noted that the expenses for this contract should be reimbursable through the grant from the Charter Coalition.

**ACTION:** Upon motion by Curtis Kossman, seconded by Mike Brady, the contract with CSC for marketing and enrollment services was approved unanimously.

The Board continued its discussion regarding enrollment and discussed another company's approach to this topic. It was stressed that even though the contract was approved, it may become necessary to approve additional vendors or supports due to the priority of increasing enrollment.

### **Coalition Grant**

Ms. Paluselli reported that so far \$232,852 has been received in reimbursement through the grant and an additional \$320,658 is due in this week. On February 15 will be the next submission.

## **Matters Recommended for Board Action**

Curtis Kossman presented the Board with the vendor purchases for the months of December, 2023 and January, 2024.

**ACTION:** Upon motion by Curtis Kossman, seconded by George Robinson, the vendor purchases for the months of December, 2023 and January, 2024 were unanimously approved.

Mr. Kossman and Darlene Brown presented the financial report to the Board with the information as of December 31, 2023. PCS-West is now able to pay its current invoices which is

good news. PCS-West owes about \$1M to PCS-Central under the Federation Agreement. There was significant discussion about the financial status and more discussion of the need to address enrollment.

**ACTION:** Upon motion by Curtis Kossman, seconded by David Baker, the finance report as of December 31, 2023 was unanimously approved.

It was announced that the Board would be going into executive session at the conclusion of the meeting in order to receive the annual safety and security report which, by law, is to be delivered to the Board in executive session. Luke and Brian Weismantle, the School's security guard and former SRO have assisted in preparing the report and will attend the executive session.

There being no further business, the meeting was adjourned to the executive session for the safety and security report at 7:45 p.m.

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Date

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Daniel J. Sponseller  
Secretary of the Board