



PROVIDENT CHARTER SCHOOL – WEST
MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER SCHOOL
 April 8, 2025
 6:00 PM
 HELD AT PROVIDENT CHARTER SCHOOL – WEST AND VIA ZOOM

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	OTHERS PRESENT
Dr. Jean Ferketish		Maria Paluselli
David Baker		Dr. Rachel Owens
Dan Sponseller		Alan Shuckrow
Dan Lynch*		Vivi Besteman
Mike Brady*		Sallie Richards
Curtis Kossman*		Dan King (FCB)
Sheila Conway*		Erin Boyer (FCB)
		Joe Abramson (FCB)*
		Laura Partridge
		Justin Matschener
		Darlene Brown*

*Via Zoom

Maria Paluselli convened the meeting at 6:07 p.m.

Executive Session

At 6:07 the Board went into executive session to discuss an attorney-client privileged legal issue. The Board exited executive session at 6:23.

Public Comment

There was no public comment.

Approval of Minutes

The meeting minutes of the March 11, 2025 meeting were reviewed by the Board.

ACTION: Upon motion by Dan Sponseller, seconded by David Baker, the March 11, 2025 meeting minutes were unanimously approved.

Governance

Legislative Update

Alan Shuckrow issued a reminder that a Parent Member needs to be added to the Board by July 1, 2025, pursuant to recent changes to the Charter School Law. Curtis Kossman inquired whether there were any nominations for Parent Members. Maria Paluselli responded that there currently are not, but noted that the Board previously approved a New Board Member Commitment Letter at the February 11, 2025 meeting, which will be used for prospective Members. Dan Sponseller and Maria Paluselli agreed to meet separately to further discuss the process for locating and adding a Parent Member to the Board.

Statements of Financial Interest

Maria Paluselli reminded the Board that State Ethics Commission Statements of Financial Interest will need to be completed and submitted by May 1, 2025.

Finance

Investment Review

Dan King, Senior Investment Officer, First Commonwealth Bank (FCB), presented an investment management review regarding the investment portfolio of Provident Charter School. Additional detail on this presentation is available for review in the April 8, 2025 Board Meeting Minutes for PCS Central.

Audited Financials

Maria Paluselli reported that the audited financials for the fiscal year ending June 30, 2024, were recently submitted and that there were no concerns or discrepancies uncovered during the audit process. Alan Shuckrow suggested that a few Board Members meet with the auditor in May to discuss the results of the audit in more detail. Dan Sponseller, Mike Brady, David Baker and Curtis Kossman volunteered to schedule a meeting with the auditor.

Finance Report and Vendor Purchases

Mike Brady, Treasurer, presented both the financial reports as of March 31, 2025, and the vendor payments for March 2025. All financial statements and vendor payments are in order.

ACTION: Upon motion by Mike Brady, seconded by David Baker, the finance report as of March 31, 2025 was unanimously approved.

ACTION: Upon motion by Curtis Kossman, seconded by Dan Sponseller, the vendor purchases for March 2025 were unanimously approved.

Enrollment and Hiring Reports

Enrollment Report

Maria Paluselli shared that enrollment for all grade levels at PCS West is currently at 66 students for the 2024-2025 school year. There are 65 existing students advancing to the next grade level for the 2025-2026 school year, as well as 11 in the enrollment process and 2 applying for the upcoming school year. Maria Paluselli noted that enrollment numbers have nearly doubled since this time last year. In addition, there are several students enrolling from out-of-state.

Laura Partridge, Community Outreach Coordinator, reported that there are an increasing number of community advocates for the schools which have aided in enrollment efforts.

Hiring Report

Maria Paluselli reviewed the monthly hiring report. There were three new hires in March, including Renee Aubele, School Psychologist; Natalie Budavich, School Nurse; and Alyssa Lavette, Second Grade Teacher. There was one resignation during March, Sandra Slaven, Fifth Grade Teacher.

ACTION: Upon motion by Dan Sponseller, seconded by Curtis Kossman, the March Hiring Report was unanimously approved.

Other

New Parent Leave Policy Revision

Maria Paluselli presented recent revisions to the Family and Medical Leave Policy which require employees to substitute at least 50% of any accrued and unused vacation, personal leave, or sick leave for unpaid FMLA leave.

ACTION: Upon motion by Mike Brady, seconded by Dr. Jean Ferketish, the Revised Family and Medical Leave Policy was unanimously approved.

Eighth Grade Graduation

Maria Paluselli shared that eighth grade graduation will take place at PCS Central on June 4, 2025 at 6:30 p.m. The keynote speaker for the graduation will be Duane Rieder. Mr. Rieder is a person with dyslexia and the founder of the Roberto Clemente Museum.

Adjournment

There being no further business, the meeting was adjourned to executive session at 7:59 p.m.

