



**PROVIDENT CHARTER SCHOOL – WEST**  
**MINUTES OF THE MEETING**  
**OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER SCHOOL**  
August 12, 2025  
6:00 PM  
HELD AT PROVIDENT CHARTER SCHOOL – CENTRAL AND VIA ZOOM

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Dr. Jean Ferketish	Dan Sponseller	Maria Paluselli
David Baker	Mike Brady	Dr. Rachel Owens
Sallie Richards		Alan Shuckrow
Dan Lynch*		David Mongillo
Terry Smith*		Vivi Besteman
Curtis Kossman*		Darlene Brown*
Sheila Conway		Kala Williamson (Food Services Manager)
		Brittany Herbert (Director of Pupil Services)

\*Via Zoom

The meeting was preceded by a recognition ceremony and reception for Connie Joseph, former Principal of PCS Central and West, from 5:00 p.m. to 6:00 p.m.

Maria Paluselli convened the meeting at 6:02 p.m.

**Executive Session**

At 6:02 p.m. the Board went into executive session to discuss an attorney-client privileged legal issue. The Board exited executive session at 6:18 p.m.

**Public Comment**

There was no public comment.

**Approval of Minutes**

The minutes of the June 10, 2025 meeting were reviewed by the Board.

**ACTION:** Upon motion by Sheila Conway, seconded by Dr. Jean Ferketish, the June 10, 2025 meeting minutes were unanimously approved.

### **School Operations & Facilities Update**

#### *Updated Policies for 2025-2026 School Year*

##### Uniform Policy

Maria Paluselli reviewed updates to the PCS Uniform Policy, most notably that black and gray were added to the approved uniform colors for the school.

**ACTION:** Upon motion by David Baker, seconded by Dr. Jean Ferketish, the updated Uniform Policy was unanimously approved.

##### Personal Device Policy

Maria Paluselli reviewed updates to the PCS Personal Device Policy, most notably that prohibitions regarding student use of personal devices during the school day was expanded to include a variety of electronic devices (e.g., ear buds, smartwatches, tablets and laptops) in addition to cellphones.

**ACTION:** Upon motion by Curtis Kossman, seconded by Shiela Conway, the updated Personal Device Policy was unanimously approved.

##### Travel Reimbursement Policy

Maria Paluselli reviewed updates to the PCS Travel Reimbursement Policy, including a new provision which applies to employees who consistently elect to lodge with friends or family rather than at commercial lodging facilities while traveling for work-related matters. The new provision allows the friends and family to be reimbursed at a rate of \$80 per night, up to \$2K per year, for hosting the employee.

In addition, Ms. Paluselli noted that language was added with respect to additional compensation (daily rate) to be provided along with other reasonable travel expense reimbursements for summer professional learning that takes place out of state. There was some ambiguity regarding the specific situations in which employees will receive their daily rate in addition to travel expense reimbursements while traveling for such trainings, and Ms. Paluselli indicated that the policy will be further revised to clarify that whether or not an employee receives their daily rate depends on whether the school administration requires them to attend training (daily rate received) versus whether the employee voluntarily requests to attend (no daily rate received). The further revised policy will be presented to the Board for vote at the next meeting.

## **Enrollment & Hiring Reports**

### *Enrollment Report*

Maria Paluselli shared that there are currently 62 existing students advancing to the next grade level for the 2025-2026 school year; 23 enrolled; and 2 in the enrollment process, which represents an enrollment total of 87 students.

### *Hiring Report*

Maria Paluselli reviewed the monthly hiring report. There was one salaried new hire to report, Matthew Tumulty, Principal. There were no temporary or hourly new hires to report.

Additionally, there was one promotion/role change to report, Connie Joseph, from Principal at PCS West to Interventionist at PCS Central. There were three total separations to report, including an Orton-Gillingham Practitioner, a 5th Grade Teacher, and a 3rd Grade Teacher.

**ACTION:** Upon motion by Curtis Kossman, seconded by Shiela Conway, the August Hiring Report was unanimously approved.

## **Finance Report & Vendor Purchases**

### *Finance Report*

Maria Paluselli presented the financial report for June-July 2025, highlighting several items in the Bank Balances, including a \$7.6K balance in the Cafeteria Fund as of July 31, 2025 and a \$2.2K balance in the Money Market Account as of July 31, 2025.

**ACTION:** Upon motion by Curtis Kossman, seconded by Dr. Jean Ferketish, the finance report for June-July 2025 was unanimously approved.

### *Vendor Purchases*

Darlene Brown presented the vendor purchases for June-July 2025, noting that all purchases were in order.

**ACTION:** Upon motion by Curtis Kossman, seconded by Dr. Jean Ferketish, the vendor purchases for June-July 2025 were unanimously approved.

## **Other**

### *International Trip 2026*

Dr. Rachel Owens provided an update on the upcoming international trip for students, which will take place in London during the summer of 2026. Dr. Owens shared that a PCS employee has a

family foundation which has previously donated to the school's music program and is now interested in making donations to support the international trip. The foundation made an initial donation in the amount of \$10K to support the trip, and has expressed a commitment to donate another \$10K provided that PCS can match that donation through fundraising efforts (with students actively participating in those efforts). PCS will be hosting fundraisers periodically up until January 1, 2026 to raise money for the donation match opportunity. Dr. Owens shared that a car wash fundraiser recently took place which raised \$700 towards this goal.

#### *Ten Year Anniversary*

Dr. Rachel Owens shared that PCS will celebrate its 10 year anniversary during the upcoming 2025-2026 school year. As part of the celebration, t-shirts will be created and distributed to staff.

#### *Distinguished Alumni Recognition*

Alan Shuckrow shared that Maria Paluselli was recently named the recipient of the North Allegheny Distinguished Alumni Award in Education. A gala will take place on January 22, 2026 to honor award recipients. The Board congratulated Ms. Paluselli on this honorable and prestigious accomplishment.

#### **Adjournment**

There being no further business, the meeting was adjourned by Curtis Kossman at 7:10 p.m.