

**PA Leadership Charter School Board Meeting
Minutes
February 19, 2021 – 1:00 PM
1332 Enterprise Drive, West Chester, PA 19380**

Starting Time: 12:15 PM

Ending Time: 2:30 PM

Opening activities:

1. Call to order – Chairman of the Board of Directors
2. Public Notice: Public notice was given for this meeting in accordance with Act 93 of 1998, Section 1.
3. The Board met this afternoon in Executive Session to discuss personnel, legal and real estate matters.

Note: All meetings are on the **second Friday of the month**. Agenda will be posted on www.palcs.org website. Locate “Organization” in the toolbar and click “School Board Meetings and Board Members.”

Future meetings:

- **March 12, 2021**
- **May 14, 2021**

Roll call:

- | | |
|----------------------|-------------------------------|
| • Tom Curyto | [X] present [] not present |
| • Dr. Brian Shuffler | [X] present [] not present |
| • Carolyn Welsh | [X] present [] not present |
| • Dr. John Wingerter | [X] present [] not present |
| • Gary Dougherty | [X] present [] not present |

Also present regularly:

Mark Allen, Eileen Bowers, Carlos Castillo, Jim Hanak, Seth Heiland, Lindsay Kulp, Andrew Lehr, Roger Masch, Mark Murray, Meredith Heckenberger

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4. Pledge of Allegiance
 5. Additions, deletions or modifications to the Agenda
 6. Additions, deletions or modifications to the Minutes
 7. Comments from the Public will be heard after Department Reports

1. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the minutes of the Board of Directors meeting from September 18, 2020.

First: Carolyn Welsh
Second: Gary Dougherty
Vote: Unanimous

Fiscal Management:

2. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall accept the financial report submitted by Dr. James Hanak and Roger Masch and direct the CEO to pay the bills (as the money becomes available).

First: Gary Dougherty
Second: Brian Shuffler
Vote: Unanimous

3. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a renewal agreement with Intelafunds for E-Rate Strategic Services. The scope of work is for two years (2021-2022 & 2022-2023). Cost for their services is \$7,996.00 per year (See Attachment A).

First: Tom Curyto
Second: Carolyn Welsh
Vote: Unanimous

4. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a purchase of additional 2,300 student licenses of iBoss Internet filtering software at \$9.80 each for a total amount of \$20,828.23 term of 33 months (See Attachment B).

First: Carolyn Welsh
Second: Brian Shuffler
Vote: Unanimous

5. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a lease schedule on a Master Lease Line of Credit with HP Financial Services for the amount of \$482,156.00, term of 3 years, rate of 4.73%, with a monthly payment of \$14,392.24. The purpose of this lease is for student and staff computer hardware. Lease number is 13 (See Attachment C).

First: Tom Curyto
Second: Gary Dougherty
Vote: Unanimous

6. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a lease schedule on a Master Lease Line of Credit with HP Financial Services for the amount of \$164,432.00, term of 3 years, rate of 4.73%, with a monthly payment of \$4,908.30. The purpose of this lease is for student print/scan/copy devices and ink. Lease number is 14 (See Attachment D).

First: Carolyn Welsh
Second: Brian Shuffler
Vote: Unanimous

7. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a license increase with PowerSchool LLC. License increase is for PowerSchool SIS, Special Education and 504 case management for the 2020-2021 school year (07/01/2020- 06/30/2021). Total cost is \$25,773.26. (See Attachment E).

First: Tom Curyto
Second: Brian Shuffler
Vote: Unanimous

8. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a renewal agreement with MicroFocus. Renewal includes licensing for user directory, staff email, device management software and some network related software licensing. Total cost is \$23,728.00 (See Attachment F).

First: Carolyn Welsh
Second: Gary Dougherty
Vote: Unanimous

9. **Motion:** Be it resolved the PA Leadership Charter School Board of Directors shall approve a renewal agreement with Sophos . Renewal includes licensing for computer anti-virus software. Total cost is \$27,222.40 (See Attachment G).

First: Tom Curyto
Second: Brian Shuffler
Vote: Unanimous

Personnel:

10. **Motion:** Be it resolved that the PA Leadership Charter School Board of Directors shall approve the hiring of all of the following personnel listed below:
- Jennifer Ware – Student Services Admissions Representative at 16.50/hr with appropriate benefits.
 - Jason Gustafson – ELE Health, Safety, and Physical Education Teacher at \$78,251.27 with appropriate benefits.
 - Marissa Martini – MS Social Studies Teacher at \$42,384.37 with appropriate benefits.
 - Caroline Puma – ELE School Teacher at \$42,384.37 with appropriate benefits.

- April Mullen – ELE Music Teacher at \$75,605.09 with appropriate benefits.
- Anasimone Quinn – ELE School Teacher at \$46,711.81 with appropriate benefits.
- Suzanne Ianiro – Student Services- Academic Records Representative at \$16/hr with appropriate benefits.
- Kimberly Smith – MS Science Teacher at \$78,251.27 with appropriate benefits.
- Kristy Rattmann – ELE School Teacher at \$51,043.26 with appropriate benefits.
- Trinh Nguyen – ELE Art Teacher at \$42,384.37 with appropriate benefits.
- Erik Schellinger – HS World History Teacher at \$49,135.10 with appropriate benefits.
- Lisa Salvo – ELE School Teacher at \$73,132.03 with appropriate benefits.
- Kim DeCosmo – ELE School Teacher- 3rd Grade at \$49,556.56 with appropriate benefits.
- April Brauch – 504 Coordinator at \$70,238.84 with appropriate benefits.
- Katherine Kelly – MS Social Studies Teacher at \$42,384.37 with appropriate benefits.
- Keisha Barnes – HS Science Teacher at \$56,319.18 with appropriate benefits.
- Cheyanne Natale – Guidance Counselor at \$45,351.27 with appropriate benefits.
- Adam Solnosky – MS Health, Safety, and Physical Education Teacher at \$43,655.90 with appropriate benefits.
- Lisa Roak-Tincani – MS Special Education Teacher at \$45,351.27 with appropriate benefits.
- Jessica Moose – ELE Academic Advisor at \$37,440.00 with appropriate benefits.
- Adriane De Moerloose – MS Language Arts Teacher at \$48,113.51 with appropriate benefits,
- Rachel Laing – ELE Academic Advisor at \$42,384.37 with appropriate benefits.
- Megan McCain – ELE Guidance Counselor at \$58,290.35 with appropriate benefits
- Patricia Calvitto – CPFA Guidance Counselor at \$45,351.27 with appropriate benefits.
- Casey Lutz – Accounting Specialist at \$18/hr with appropriate benefits.
- Alexander Deliso – MS Academic Advisor at \$18/hr with appropriate benefits.
- Brianna Molina – MS Science Teacher at \$42,384.37 with appropriate benefits.
- Jessica Morton – ELE School Teacher at \$42,384.37 with appropriate benefits.
- Victoria Pizarro – HR Administrative Assistant at \$16.50/hr with appropriate benefits
- Laurel McLaughlin – ELE School Teacher at \$45,351.27 with appropriate benefits
- Edward Butler – ELE School Teacher at \$42,384.37 with appropriate benefits
- Melissa Brice – HS English Teacher at \$50,854.82 with appropriate benefits
- Brittny Sparrow – ELE School Teacher at \$56,319.18 with appropriate benefits
- Meredith Heckenberger – CEO Assistant at \$18/hr with appropriate benefits
- Johnathan Keyser – Help Desk Technician at \$13/hr with appropriate benefits

First: Gary Dougherty
Second: Carolyn Welsh
Vote: Unanimous

11. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve all the following position changes listed below:

- Christine Marks – from HS 504 Coordinator at \$60,330.51 to MS Guidance Counselor at \$60,330.51 with appropriate benefits.
- April Hernandez – from SPED Administrative Assistant at \$16.50/hr to SPED Related Services Coordinator at \$48,000 with appropriate benefits.

First: Brian Shuffler
Second: Carolyn Welsh
Vote: Unanimous

Policy Issues:

Old Business:

New Business:

12. Motion: Be it resolved that the PA Leadership Charter School Board of directors shall approve the 2021-2022 PALCS School Year Calendar (See Attachment H).

First: Brain Shuffler
Second: Gary Dougherty
Vote: Unanimous

13. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approve the Induction Plan submitted to the PDE (See Attachment I).

First: Tom Curyto
Second: Brain Shuffler
Vote: Unanimous

14. Motion: Be it resolved that the PA Leadership Charter School Board of Directors shall approval the Student Services Plan submitted to the PDE (See Attachment J).

First: Carolyn Welsh
Second: Tom Curyto
Vote: Unanimous

Special Reports:

4802 Students enrolled in PALCS as of Sunday, February 14, 2020 for the 2020-2021 school year. Down from 5186 (September 15, 2020).

Review:

Finances:

- a. First year of operation – \$4.5 million (included \$234,000 implementation grant from the PA Department of Education)
- b. Second year of operation – \$10.5 million (included \$100,000 implementation grant from the PA Department of Education)
- c. Third year of operation – \$17 million
- d. Fourth year of operation \$19 million
- e. Fifth year of operation – \$21.4 million
- f. Sixth year of operation – \$23.5 million
- g. Seventh year of operation – \$25.2 million
- h. Eighth year of operation – \$26.1 million
- i. Ninth year of operation – \$29.1 million
- j. Tenth year of operation – \$29.7 million
- k. Eleventh year of operation – \$30.9 million
- l. Twelfth year of operation – \$30.9 million
- m. Thirteenth year of operation – \$35.2 million
- n. Fourteenth year of operation – \$42.3 million
- o. Fifteenth year of operation – \$47.2 million
- p. Sixteenth year of operation – \$54.1 million

School District Payments:

a. Thus far (2020-2021) 311 out of 422 school districts have paid

b. Billed through January for the 2020-2021 school year	\$45,678,450.28
c. Received from districts through 01/31/21	(\$29,563,297.19)
Refunded to Districts through 01/31/21	\$13,634.01
Received from UNIPAY through 01/31/21	(\$10,540,262.63)
TOTAL of b and c	(\$40,089,925.81)

d. Due for the 2020-2021 school year	\$5,588,524.47
e. Due for the 2019-2020 school year	(\$11,561.94)
f. Due for 2018-2019 Reconciliation	(\$3,677.42)
g. Due for the 2017-2018 Reconciliation	\$19,491.60
h. Due for the 2016-2017 Reconciliation	(\$369,232.63)
i. Due for the 2015-2016 Reconciliation	(\$3,785.43)
j. Due for the 2014-2015 Reconciliation	-
k. Due for the 2012-2014 Reconciliation	\$28,995.12
l. Billed for February of 2021	\$6,201,171.47
TOTAL DUE	<u>\$11,449,925.24</u>

Department Reports:

- Mark Allen – Academics/Performing and Fine Arts/University Scholars
- Eileen Bowers – Director of Office Operations
- Seth Heiland – HR
- Mark Murray – IT
- Carlos Castillo – Student Services

Public Comments:

Adjournment:

- 15. Motion:** Be it resolved that the meeting of the PA Leadership Charter School Board of Directors shall adjourn.

First: Gary Dougherty

Second: Tom Curyto

Vote: Unanimous

Next meeting: March 12, 2021

**will be located at
1332 Enterprise Drive
12:00 PM Executive Session
1:00 PM Public Board Meeting
(approximate)**

Ending Time: _2:30__PM