



**PROVIDENT CHARTER SCHOOL-WEST  
MINUTES  
OF THE MEETING OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER  
SCHOOL-WEST  
March 12, 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       |
| Mike Brady                   | Don Marinelli               | Alan Shuckrow         |
| Curtis Kossman               | George Robinson             | Rachel Owens          |
| David Baker                  |                             | Darlene Brown         |
| Terry Smith                  |                             | Kathy Clark           |
| Sheila Conway                |                             | Sallie Richards       |
| Dan Sponseller               |                             |                       |
|                              |                             |                       |

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

**Public Comment**

None.

**Approval of Minutes**

The meeting minutes of the February 13, 2024 meeting was reviewed by the Board.

**ACTION:** Upon motion by Sheila Conway, seconded by Mike Brady, the February 13, 2024 meeting 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 discussed the current state budget and the

current focus on cyber charters. In addition, Mr. Shuckrow informed the Board that SMGG is working with state legislators on transportation issues. The Board also had a brief discussion regarding Act 55 training, and the new board members were encouraged to complete the required Act 55 training.

### **Matters of Note**

#### *Health and Safety Policy Revision*

Maria Paluselli presented a revision to the Provident Health and Safety Plan; recently the CDC updated its guidance on covid-19 and the plan simply reflects this updated guidance. Since the school continues to receive ESSR funding, it is required to update the Health & Safety Plan.

**ACTION:** Upon motion by Curtis Kossman, seconded by Sheila Conway, the revised Health and Safety Plan was unanimously approved.

#### *Approval of School Calendar*

Dr. Rachel Owens presented the Provident school calendar for the 2024-2025 school year. She indicated that there was significant input from teachers and staff into the school calendar.

**ACTION:** Upon motion by Curtis Kossman, seconded by Mike Brady, the calendar for the 2024-2025 school year was unanimously approved.

#### *Enrollment and Hiring Reports*

Maria Paluselli presented the enrollment report for West. There are thirty-one students enrolled at West as of March 6<sup>th</sup>, and all current students are returning for the 2024-2025 school year.

Ms. Paluselli discussed the weekly meetings that are occurring with the new enrollment support service that was retained by the school. The Board entered into a discussion regarding the deliverables that will be required from this new enrollment service. In addition, the Board discussed the need for improvements to the school website.

Ms. Paluselli noted that there was not a hiring report for Provident West.

### **Reports**

#### **Coalition Grant**

Ms. Paluselli reported that so far West has received \$731,515 of the total \$1,100,000 in grant monies from the CSP grant that are allocated for this school year. Ms. Paluselli indicated that the school anticipates using \$1.1M of the CSP grant money this year with \$400,000 to be remaining on the \$1.5M total.

*Finance*

The Board reviewed the financial reports and profit/loss statements of Provident West. The Board entered into a discussion regarding the cost of educating students at Provident West and the need to increase enrollment and the steps taken in this regard including engagement of a marketing consultant. In addition, the Board reviewed the vendor purchases for February, 2024. It was noted that Provident West is able to pay its current invoices at this time without support from Central which is a positive step.

**ACTION:** Upon motion by Curtis Kossman, seconded by Jean Ferketish, the vendor purchases for February, 2024 were unanimously approved.

**ACTION:** Upon motion by Curtis Kossman, seconded by Mike Brady, the finance report as of January 31, 2024 was unanimously approved.

There being no further business, the meeting was adjourned at 8:10 p.m.

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Date

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Daniel J. Sponseller  
Secretary of the Board