



**PROVIDENT CHARTER SCHOOL
MINUTES
OF THE MEETING OF THE BOARD OF DIRECTORS OF PROVIDENT CHARTER
SCHOOL
December 10, 2024
6:00 PM
HELD AT PROVIDENT CHARTER SCHOOL AND VIA ZOOM**

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT	OTHERS PRESENT
Terry Smith*		Maria Paluselli
Dan Sponseller		Kathy Clark
Dr. Jean Ferketish		
Curtis Kossman		Darlene Brown*
David Baker*		Sallie Richards
Sheila Conway		
Mike Brady		
Dan Lynch*		

*Via Zoom

The meeting was convened at 6:00 p.m.

Approval of Minutes

The meeting minutes from the November 2024 regular Board meeting were reviewed by the Board.

ACTION: Upon motion by Mr. Brady, seconded by Dr. Ferketish, the meeting minutes from the November 2024 regular Board meeting were unanimously approved.

Retirement Plan Amendment; Audit Committee Charter

Counsel explained the need to take a formal written action to approve the Amendment of the Provident Charter School 403(b) Plan to substitute certain information in the Adoption Agreement for the Plan, designated as Amendment #2, which was presented and reviewed by the Board.

ACTION: Upon motion by Mr. Kossman, seconded by Mr. Sponseller, the Formal Record of Action approving the Amendment #2 to the Provident Charter School 403 (b) Plan attached thereto, a copy of which will be filed with these minutes, was unanimously approved.

Counsel further explained the need to establish an Audit Committee of the Board, and presented a form of Charter for such Audit Committee which explained clearly the purpose, composition and requisite skills, and authority and responsibilities, as well as the meeting and reporting requirements for such committee, which the Board reviewed and discussed.

ACTION: Upon motion by Mr. Sponseller, seconded by Mr. Brady, the Board unanimously approved the form of Charter for the Audit Committee of the Board as presented by counsel, a copy of which shall be filed with these minutes.

Presentation by Friends of Education

Friends of Education, an EITC tax credit advisor, made a detailed presentation to the Board regarding the availability of and ways to maximize valuable EITC tax credits. They explained how the credits worked and how the Board can help maximize the procurement of such credits. Ms. Paluselli indicated she would send Board members a toolkit and other information they can use to attempt to maximize the procurement of EITC tax credits.

Enrollment and Hiring

Ms. Paluselli reviewed the monthly enrollment and hiring report.

ACTION: Upon motion by Mr. Kossman, seconded by Mr. Sponseller, the monthly hiring report was approved, a copy of which will be filed with these minutes.

Finance

Ms. Paluselli presented the Board with the vendor purchases for the month of November 2024.

ACTION: Upon motion by Mr. Kossman, seconded by Mr. Brady, the vendor purchases for the month of November 2024 were unanimously approved.

The financial report was presented to the Board for November 2024.

ACTION: Upon motion by Mr. Sponseller, seconded by Ms. Conway, the financial report was unanimously approved.

There being no further business, the meeting was adjourned at 7:30 PM.

Date

Daniel J. Sponseller
Secretary of the Board