

Perseus House Charter School of Excellence

MINUTES OF
BOARD OF DIRECTORS
MEETING OF

February 19, 2020

THE BOARD OF DIRECTORS of the Charter School of Excellence met on Tuesday, February 19, 2020 at Perseus House, Inc., 1511 Peach St., Erie, PA 16501 at 5:02 p.m.

Board Members Present: Mr. Josh Maloney, Mrs. Judy Mastrian, Dr. Katy Wolfrom, Mr. Robert Marz, Mrs. Kathy Ibemere

Also Present: Attorney Gary Eiben, Attorney Jessica Fiscus, Mr. Chris Fortin, Mr. Dan Mastrian, Mr. Asa McCullum, Dr. Renee Gordon, Mrs. Stephanie Milford, Ms. Susan Miller, Dr. Nick Viglione, Mr. Dan Hanas

1. The meeting began at 5:02 p.m.
2. No public comment was offered during the meeting.
3. The Board unanimously approved a motion to accept the January 21, 2020 meeting minutes as submitted. (**Motion approved by Robert Marz, Seconded by: Judy Mastrian, Vote: 5 yea, 0 nay**)
4. Stephanie reported daily enrollment for the month was 578. Total revenues for the month were \$816,000. Administrative salaries and educational salaries were reclassified as a result of positions moved around from original budget. Health insurance was \$8,000 over budget for the month and \$86,000 over budget year to date. Other professional services was over budget due to legal expenses and service fees for Schneider Downs and the robotics program. Tuition Higher Education line item was for dual enrollment at Gannon and Edinboro Universities. Total expenses for the month were \$733,000 with facility acquisition/construction of \$12,120. Total expenses/facility acquisition for the month was \$745,000 with a positive net change in fund balance of \$71,000. Fund balance through 1-31-20 was \$547,000 with projected fund balance through 6-30-20 of \$514,000. On the Other Funding Sources, the federal grants are reflective of quarterly reports submitted.

On the Balance Sheet, accounts payable to PH was \$297,754. The line of credit payable was \$57,770. The construction loan was listed under Other Non-Current Liabilities for \$308,108. Total liabilities and net assets were \$3.418 million. The Board unanimously approved a motion to accept the January financial statements as submitted. (**Motion approved by Josh Maloney, Seconded by: Katy Wolfrom, Vote: 5 yea, 0 nay**)

Accounts payable for January include tuition payments to Gannon and Edinboro Universities for dual enrollment; Erie Fence for the courtyard fence at the playground area; and Greengarden Lanes for bowling club; and fourth quarter taxes. Payment to NASRO for registration for the National Assoc. School Resource Officer training. Nick stated as part of a new state requirement, school resource officers have to attend a five-day training which is \$1,000 per officer. There was payment

for 4th quarter PAUC taxes. Steve Lewis Contracting was for partition wall at the Discovery Center partitioning off Dorothy Frazier's office from the classrooms. Total payables for the month were \$746,453. The Board unanimously approved a motion to accept the January accounts payable as submitted. **(Motion approved by Katy Wolfrom, Seconded by: Judy Mastrian: 5 yea, 0 nay).**

5. Stephanie reviewed the 2019-2020 budget revisions. ESD reimbursement rates were updated to the 2019-2020 PDE-363 rates for regular and special education and a reduction in the number of county students. There was a total difference of \$335,646. Expenses reflect changes in admin salaries for change in positions, as well as desktop support being shared by both PH and CSE. There were changes of salaries for staff on medical leave. Medical insurance of \$100,000 increase based on year to date claims, which has been the highest ever. There was an increase in special education contract for speech therapy and 2018-19 reconciliation. Increase in acute partial services for Sarah Reed. Increases were for legal services, consultant services for software and Automation Anywhere development. Repairs and maintenance increase for coolers and freezers. Increase of asset acquisition and includes debt service for repayment of our construction loan. Total expenses are \$8.174 million. Fund balance as of 7-1-19 was \$882,000 and projected fund balance through 6-30-20 is \$514,000. General fund and current funding sources equal 5.7% fund balance, which is below 8% taking into account additional expenses this year, i.e. School Improvement Plan, legal expenses, etc. Gary emphasized that this year entailed a number of legal projects that have come up especially regarding leadership changes. Nick stated multiple pieces contributed to legal fees, as there were policies that needed changes and expulsion hearings with Attorney Damon Hopkins. The Board unanimously approved a motion to accept the 2019-2020 budget revision as submitted. **(Motion approved by Judy Mastrian, Seconded by: Katy Wolfrom: 5 yea, 0 nay).**

Nick stated working on the 2020-2021 budget they anticipate getting back up to 8%. A new curriculum was purchased this year. We had a lot of staff having babies this year which put a strain on sub coverage. As part of an analysis, there were 140 hours of additional coverage by teachers for the first semester. Nick would like to add to the budget going forward giving a stipend of \$20.00 per hour for that coverage, which amounts to \$6,000 for the whole year.

6. Asa McCullum reported 145 students currently at Discovery Center with 93.3% attendance. They completed third round of Classroom Diagnostic Testing (CDT) and meeting with students giving strategies to help them move forward. The reading inventory and math inventory (RI/MI) testing is taking place for sixth graders. The core team members of the CSI group did a training this morning. Staff are working on getting art and music into the middle school curriculum and, hopefully, will offer next year. They are partnering with the Erie Philharmonic to provide music to students. Students attended a Valentine's Day dance at St. John's and had a lot of fun. Game night took place on 1-30-20 with 50 families in attendance. Fifty students attended a Bayhawks game earlier this month. The basketball team is three and six with the next game tomorrow against Harborcreek.

Dan Hanas reported 145 students at Leadership Center with 77.5% attendance, which is 1.5% increase from last month. At the end of every quarter when report cards are sent out, a newsletter is sent out as well (passed around). Third quarter CDT tests in math, science and language arts were given emphasizing on growth. Students were given their academic progress and teachers focus on areas of deficits. At the end of the semester 40 students made Phoenix status which is a record. The CSI process has been going well with core team members observing in the classrooms. On 1-30-20 Leadership Center sent 15 students to National School Choice week in Pittsburgh and was

a great experience. The Crime Victim Center gave a presentation to the students earlier in the month and the students raised \$100 for the Center as a result of an ice cream social. Fundraisers from tee shirt sales, soup competition and an egg challenge raised \$300 to go towards the American Heart Association, which also had a representative do a presentation.

Dan Mastrian reported enrollment at Skills Center is 283 with 91% attendance. He noted 12 students had perfect attendance and 111 students had 95% or better attendance. As part of CSI, an (CTM) instructional coach has been working with staff to offer support and guidance. This is a personal investment with students while using learning targets and success criteria with "I" statements. ACCESS testing with the ELL population was a month long process. They also sent students to Pittsburgh for National School Choice week. They will be adding credentials with babysitting and CPR for students. Voter registration will return. The Sea Wolves will interview for 30 positions. National Honor Society include 15 nominations and teachers will vote on these students. Art students have been working on a design for Unified Erie and, hopefully, will get the vote for the project. Skills Center beat Leadership Center in their basketball game with SC being four and zero. They want to keep up the rivalry.

7. Nick presented two candidates for hire. The Board unanimously approved a motion to accept Rebecca Adair and Nathan Benzel as recommended for employment. **(Motion approved by Josh Maloney, Seconded by: Robert Marz, Vote: 5 yea, 0 nay)**

8. School Improvement has been noted by the principals. Nick stated that Renee has been doing a great job communicating efforts.

9. Gary reviewed the Addendum to the lease between Moxie and CSE. The middle school would like to put up murals on the walls at different locations within the building prior to 3-10-20. Moxie has other issues they would like to discuss before they sign the agreement; therefore, a resolution was prepared as follows: Moved that the Executive Director or the Chief Educational Officer is authorized to execute on behalf of the Charter School of Excellence an amendment to lease for the premises occupied by the Discovery Center for creation of murals in the form of the lease presented to the Board on February 18, 2020, or a substantially similar version which does not require payment of any additional rent. The Board unanimously approved this motion as recommended. **(Motion approved by Judy Mastrian, Seconded by: Robert Marz, Vote: 5 yea, 0 nay)**

10. Nick noted that Governor Wolf is proposing in the new budget a significant reduction in charter school funding. If it moved forward, it would significantly change allocation of charter school funding as compared to traditional school funding. Nick stated in speaking with lobbyists, they feel the bill would not move forward.

The meeting adjourned at 5:55 p.m.

Susan Miller _____
Administrative Assistant Date