**West Virginia Professional Charter School Board Meeting Minutes**

**8:00 a.m., February 1, 2024**

I. **Call to Order** – The virtual meeting was called to order by PCSB Chairman Adam Kissel at 8:00 a.m.

II. **Attendance** – Attending members were Karen Bailey-Chapman, Dewayne Duncan, Brian Helton, and Adam Kissel. Non-voting member Del. Ellington also attended.

III. **Board Action: Approve minutes** – Minutes from the previous meeting on December 19, 2023 were approved (moved by Bailey-Chapman, seconded by Helton, vote 4-0).

IV. **Executive Director Update** – Executive Director James Paul provided informational updates:

1. Introduce PCSB Assistant Director. Dusty Hurley described her first month with the PCSB, including progress on activities related to the federal grant.
2. Charter School Program (CSP) grant update. The PCSB has begun to draw down federal dollars pursuant to its CSP activities and objectives. PCSB members will receive monthly financial reports on this federal spending. Additionally, Paul is obtaining final approval from the U.S. Department of Education on the PCSB’s Request for Application (RFA) document.
3. Legislative update. Paul discussed charter school legislative priorities.

V. **Update on Nitro Prep Academy** – Nitro Prep Academy was originally authorized to open in Fall 2022. The PCSB agreed to defer its opening each of the last two years as the school struggled to identify a facility. Recently, a representative from Accel Schools informed Paul that Nitro Prep has still not secured a facility and is unlikely to find one by Fall 2024. PCSB members discussed this matter. It was agreed that Paul send formal notice to Nitro Prep’s governing board chair, indicating that the charter contract may be revoked if a facility (and school opening plan) is not identified in the next 30 days.

VI. **Board Action: Executive session** – As provided in W. Va. Code §6-9A-4 [matters involving attorney client privilege per Peters v. County Commission, 205 W. Va. 481 (1999)], the Board voted to enter executive session at 8:15 a.m. to discuss the Blair v. Brunett lawsuit (moved by Duncan, seconded by Bailey-Chapman, vote 4-0). The Board returned from executive session (moved by Duncan, seconded by Helton, vote 4-0) at 8:30 a.m., with no action taken.

VII. **Update on Clarksburg Classical Academy.** Paul has continued to negotiate with Clarksburg Classical Academy on a charter contract. The draft agreement will be presented for PCSB member approval at a future meeting.

VIII. **Next Meeting and Adjournment** – The next PCSB meeting was scheduled for February 15, 2024 at 8:00 a.m. The meeting adjourned at 8:31 a.m. (moved by Bailey-Chapman, seconded by Duncan, vote 4-0).