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

**8:00 a.m., November 20, 2023**

I. **Call to Order** – The virtual meeting was called to order by PCSB Chairman Adam Kissel at 8:01 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 November 8, 2023 were approved (moved by Duncan, seconded by Bailey-Chapman, vote 4-0).

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

1. Charter School Program (CSP) Federal Grant. Paul is interviewing candidates for PCSB Assistant Director. This employee will work 30 hours per week, and all activities will be related to administering the grant.

V. **Board Action: Vote on whether to authorize Wisdom Academy charter application** – Paul recommended against authorization of Wisdom Academy, although he encouraged the applicant to reapply for Fall 2025. Kissel proposed the following action:

*“The Board denies the application for Wisdom Academy and invites the applicant to reapply.*

*The mission of Wisdom Academy is that “The children of Wisdom Academy, our future, embody our commitment to the greater good of humanity by shaping future leaders with unbiased moral and ethical values who excel in the affairs of this world.”*

*Pursuant to West Virginia Code section 18-5G-6, the Board must approve or deny applications on the basis of the application requirements identified in that section and in section 18-5G-8. These requirements include an assessment of whether the applicant can operate the proposed school in an educationally and fiscally sound manner.*

*While the proposed Wisdom Academy appears educationally sound, the Board finds that the applicant has not demonstrated that it will be fiscally sound. This is because, first, the applicant has not demonstrated to the Board that it will in fact receive approximately one million dollars from a donor, most of which is required for the successful operation of the proposed school; and second, because the applicant has not provided proposed fiscal and internal control policies as required in section 18-5G-8(b)(9).”*

The action was approved (moved by Kissel, seconded by Bailey-Chapman, vote 4-0).

VI. **Board Action: Vote on whether to authorize Clarksburg Classical Academy charter application** –Paul recommended authorizing Clarksburg Classical Academy. The applicant met all required criteria under West Virginia law. Moreover, the applicant proposed a governance structure that would maximize state and federal revenues, increasing the likelihood of financially sound operations. Kissel proposed the following action:

*“The West Virginia Professional Charter School Board authorizes Clarksburg Classical Academy as a public charter school on the basis of meeting the established objective criteria and merits in the law, on the basis of evidence documented in its application, and its unique curriculum of classical instruction.*

*The mission of Clarksburg Classical Academy “is to allow students to become productive global citizens of the world by providing them with a world-class, high-quality education.”*

The action was approved (moved by Kissel, seconded by Duncan, vote 4-0).

VII. **Vote on amendment to WIN Academy charter contract.** WIN Academy requested a programmatic expansion to include Advanced Manufacturing Technology as a program of study, in addition to the current option of nursing education. Paul recommended that the charter be amended to allow for the programmatic expansion. The action was approved (moved by Kissel, seconded by Bailey-Chapman, vote 4-0). The amended charter will be made available on the PCSB website.

VIII. **Next Meeting and Adjournment** – The next PCSB meeting was scheduled for December 19, 2023 at 8:00 a.m. The meeting adjourned at 8:27 a.m. (moved by Duncan, seconded by Bailey-Chapman, vote 4-0).