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

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

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, and Adam Kissel. Non-voting member Del. Ellington also attended.

III. **Board Action: Approve minutes** – Minutes from the previous meeting on October 5, 2023 were approved (moved by Duncan, seconded by Bailey-Chapman, vote 3-0).

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

1. Charter School Applications Under Review. Wisdom Academy and Clarksburg Classical Academy remain under review. Both applicants participated in interviews with PCSB members, as well as public forums in their proposed communities. Wisdom Academy received a detailed application analysis and will submit more information to the PCSB. Clarksburg Classical Academy will receive their application analysis by November 3, 2023. The PCSB is expected to vote on November 20, 2023 on whether to authorize both schools.
2. Charter School Program (CSP) Federal Grant. Paul is working with colleagues at the West Virginia Department of Administration and State Budget Office to obtain proper authority to spend federal dollars (WV Code §4-11-5(d)). Once approvals are received, the PCSB can vote to amend its FY 24 and FY 25 budgets to account for federal grant funds. Additionally, Paul posted a job opening for PCSB Assistant Director. The new position will be tasked with coordinating and managing the CSP grant. It is entirely funded by federal grant dollars. The job posting appears on the West Virginia Department of Personnel website, as well as the PCSB website.
3. Eastern Panhandle Prep Academy (EPPA) Financial Outlook: During EPPA’s most recent Board meeting, a revised budget was adopted. Board members and the management company are exploring ways to make the school solvent.

V. **Discussion of possible amendment to charter contract with WIN Academy** –The Workforce Initiative for Nurses (WIN) Academy requested an amended charter contract that would permit a programmatic expansion to include Advanced Manufacturing Technology as a program of study, in addition to the current option of nursing education. The WIN Academy operates as an administrative unit of BridgeValley Community and Technical College. PCSB members were joined by BridgeValley President Casey Sacks, who answered questions about the proposed amendment. PCSB members may vote on the amended charter at a future Board meeting.

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 8:49 a.m. to discuss the Blair v. Brunett lawsuit (moved by Kissel, seconded by Duncan, vote 3-0). The Board returned from executive session at 8:56 a.m., with no action taken.

VII. **Next Meeting and Adjournment** – The next PCSB meeting is scheduled for November 20, 2023 at 8:00 a.m. The meeting adjourned at 8:56 a.m (moved by Duncan, seconded by Bailey-Chapman, vote 3-0).