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

**8:00 a.m., September 7, 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, and Adam Kissel. Non-voting member Del. Ellington also attended.

III. **Board Action: Approve minutes** – Kissel proposed an amendment to the draft minutes from the previous meeting on August 3 ,2023. The amendment passed (moved by Kissel, seconded by Bailey-Chapman, vote 3-0). The minutes were approved as amended (moved by Bailey-Chapman, seconded by Duncan, vote 3-0).

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

1. New Charter School Applications. The PCSB received three applications for new charter schools to open in Fall 2024. The first applicant is Wisdom Academy, which seeks to open in Morgantown serving students in grades K-6 before expanding to serve up through 12th grade. The second applicant is the West Virginia Institution of Technology, which seeks to open in Charleston serving 9th graders and adding grades to eventually serve K-12. The third applicant is Clarksburg Classical Academy, which would serve students in PreK-8 and be managed by Accel Schools.
2. West Virginia General Summative Assessment Results, 2022-23. The West Virginia Department of Education released test scores for all public schools. Paul summarized results for the inaugural four charter schools.
3. Facilities Funding. Charter schools’ lack of access to facilities revenue is one of the biggest remaining funding disparities between charter schools and traditional county schools. Paul is tentatively scheduled to present on this topic at a Legislative Oversight Commission on Educational Accountability (LOCEA) meeting in October.
4. Administrative Rules for Charter Schools Stimulus Fund. Paul is drafting administrative rules pursuant to SB 47 from the 2023 Regular Legislative Session. Officials from the West Virginia Department of Education have offered to collaborate on these draft rules.

V. **Board Actions: Approve amended FY 2024 PCSB budget and proposed FY 2025 PCSB budget** –Paul recommended the PCSB FY 2024 budget be amended to $166,450, a $12,000 increase over actual spending in FY 2023 and a $4,500 increase over budgeted spending in FY 2023. Increased spending would be primarily allocated to travel for the Executive Director, who will more frequently conduct school visits, attend public forums for new applicants, and meet with Department of Education officials in Charleston.

Paul also recommended the FY 2025 budget be adopted at the same $166,450 amount. The amended FY 2024 budget and proposed FY 2025 budget passed (moved by Duncan, seconded by Bailey-Chapman, vote 3-0).

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 8:41 a.m (moved by Kissel, seconded by Duncan, vote 3-0). The Board returned from executive session at 9:05 a.m., with no action taken.

VII. **Next Meeting and Adjournment** – The next meeting was scheduled for October 5, 2023, at 8:00 a.m. The November meeting was also scheduled, for November 8, 2023 at 8:00 a.m. The meeting adjourned at 9:07 a.m. (moved by Bailey-Chapman, seconded by Duncan, vote 3-0).