

Board of Directors Minutes  
July 2, 2015

Meeting Called to order: 6:30PM by Ron McKendree, 2<sup>nd</sup>: Ken DelGado

Minutes

Accepted June 11, 2015 Minutes

Board Report

1. The Board reiterated PBA's commitment to contract with Grant Writer Femi Brown and apologized for the misunderstanding regarding her June 1, 2015 payment. Further discussion was conducted regarding whether or not the board wanted to create an in house public relations team or contract with an outside professional firm. Upon advice from Ms. Brown, the Board decided to contract with Sonshine Communications as well as for Ms. Brown to create a training program to present to a PBA appointed in house team to assist in the public relations project. Ron McKendree, made the motion to contract with Sonshine Communications to begin services on July 15, 2015, seconded by Ken Delgado. The final vote was 4-Yes, 0- No.

Ms. Brown works closely with Sonshine Communications on other matters and will have them forward a contract to the Board for signature. The one year contract will cost PBA \$5,910.00 and the contract calls for three equal installments not to exceed \$5,910.00. Sonshine Communications will interview prospective in house candidates and input from PBA Executive Director, Madhu Longani to work along with Sonshine Communications.

Ms. Brown reminded the Board of her request to provide her with PBA information regarding to photographs, teacher, student and parent stories, newsletters, etc., for the purpose of improving the PBA website and establishing an active blog. Ms. Brown discussed a Board manual that needs to be constructed for purposes of grant writing activities. Information contained in this manual includes School Improvement Plan, Parent Involvement Plan, and the need for parental involvement to keep parents informed. These plans should include collaboration between administration, teachers, parents and our community.

Ms Brown also requested the Board appoint a PBA liaison to work with her to alleviate workload of the Executive Director.

2. The Board decided to accept the resignation of Mr. Eric Marshall. Ron McKendree made the motion to accept, seconded by Ken Delgado. Final Vote: 4-Yes, 0-No.
3. The Board discussed recruiting a fifth board member from the PBA parent pool per policies and procedures.
4. Tom Flavin, PBA's CPA gave the board an update on PBA's Bond issuance of its bond investors. Mr. Flavin stated that the bond holders are moving forward with a restructure agreement and his involvement providing a briefing to a new bondholder.

Meeting adjourned at 7:45 PM motioned by Ken Delgado and seconded by Ron McKendree. Final Vote was 4-Yes, 0-No.

The meeting was adjourned at 7:30pm.

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Kenneth Delgado, President

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Date

Submitted by Ms. Madhu Longani

Approved by President of the Board

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Kenneth Delgado, Signature