

# Piedmont Community Charter School

Annual Board of Directors Meeting

June 20, 2023

7:00 p.m. in the PCCS High School Auditorium

**Board Members present:** Kim Cabe, Sarah Nobles, Melia Mauldin, Scott McRainey (via Zoom), Alex Poole, Michael Satterfield, and Paul Tharp. A quorum was present.

**Others in attendance:** Jennifer Killen, HOS, and school community members (administration, guests, and parents).

Board President, A. Poole, called the meeting to order at 7:00 p.m. and read the PCCS mission statement. Following the mission statement, A. Poole asked for a moment of silence.

There were no public comments scheduled.

**Awards & Recognition:** J. Killen announced

- Piedmont Dancers attended a national competition in Myrtle Beach. They received many awards including first place in solo routines (all soloists place 1st in their category), 1<sup>st</sup> place in the improv category, and a national grand champion award.
- The 2023 Graduation ceremony was held on May 26, 2023, at the CaroMont Health Park. The valedictorian was Hannah Loftin, and the salutatorian was Grady Tippet. Congratulations to all our graduates.

**Approval of Previous Minutes:**

- A motion was made by M Satterfield to approve the minutes from the May 16, 2023, Board of Directors meeting. No further discussion was held. S. Nobles seconded the motion. The motion passed unanimously.
- A motion was made by M. Satterfield to add the Southern Engineering contract to the agenda. S. Nobles seconded the motion, no further discussion was held, and the motion carried unanimously, and the Southern Engineering Contract was added to the agenda.

**Reports:**

- a. Treasurer/Finance Committee: S. McRainey shared
  - the updates and financial status of the Budget Report and Surplus & Cash Report for May 2023;
  - the 401K Retirement Plan audit engagement letter from Potter and Co. M. Satterfield made a motion to approve the 401(k) audit engagement letter. P. Tharp seconded the motion, no further discussion was held, and the motion carried unanimously, and the 401(k) audit engagement letter was approved.
- b. Head of School Report: J. Killen shared
  - the Compliance Submission Report for DAC to EMMA. All items were submitted by the deadline. They included:

- There were no requirements to be submitted to the Office of Charter Schools for the month of May 2023.
  - Unaudited financial statements and other financial information of the Borrower with respect to the School, including a Statement of Revenues and Expenses, a Balance Sheet for the Borrower, and Calculation of the Coverage Ratio and Days Cash on Hand, each in comparative form with the financial figures from the corresponding period in the preceding Fiscal Year.
  - Statement of the School's student counts as of the most recently completed calendar quarter.
  - Statement of the student enrollment by grade at the School as of the close of such quarter.
  - Written notice of any changes in key personnel.
  - Certificate of a Disclosure Representative listing (A) any plans to expand the School or the Facilities (other than the construction project), (B) plans to change the School's organizational structure, (C) any existing and/or pending litigation that has arisen since the last such certificate, (D) any activities that may constitute noncompliance with the Borrower's charter for the School or any formal notices received regarding violations of that charter.
  - the Enrollment Report and Withdrawal Spreadsheet. The budget is set for 1890. Currently, there are 1814 students (646 Elementary, 632 Middle School, 536 High School). There was 1 withdrawal since the last report in April 2023.
  - the Personnel Report- P. Tharp made a motion to approve the personnel report, seconded by M. Satterfield, no further discussion was held, and the motion carried unanimously, and the personnel report was approved.
  - the Title 1 Parent Engagement Policy and asked for permission for Jennifer Wyatt to submit the CCIP plan. M. Satterfield made a motion to approve (a) the engagement policy and (b) give the authority to Jennifer Wyatt to submit the policy; S. Nobles seconded the motion; no further discussion was held and the motion carried unanimously. The engagement policy and the authority to submit it were approved.
  - the upcoming events:
    - Board Training – August 5, 8:00 a.m. - Noon
    - Teacher Workdays Begin – August 7
    - Board Meeting – August 15 (no Board meeting in July)
    - First Day of School – August 16
- c. Enrichment Committee Report: No report
- d. Athletic Committee Report: No report
- e. Facilities Committee Report: M. Mauldin shared
- an update on the Middle School parking lot project.
  - the Southern Engineering agreement. P. Tharp made a motion to approve the agreement with Southern Engineering, seconded by S. Nobles. No further

discussion was held, the motion carried unanimously, and the board approved the agreement with Southern Engineering.

- the proposal to remove the light poles and disconnect them. This is not an approval item.
- No committee meeting in July, but M. Mauldin will keep everyone updated on the parking lot project.

f. Governance Committee Report: No report.

### **Business Meeting**

a. J. Killen acknowledged and thanked A. Poole for completing his 6-year service to the Board. A. Poole thanked everyone.

b. A. Poole began

- the seating of new Board members:
  - A. Poole made a motion to move M. Mauldin to an at-large seat on the board. M. Satterfield seconded the motion, no further discussion was held, and the motion carried unanimously. M. Mauldin moved to an at-large seat on the board.
  - A. Poole made a motion to seat Emily Rodgers on the board, seconded by S. Nobles. No further discussion was held, and the motion carried unanimously, and Emily Rodgers became a member of the board.
- began the election of officers:
  - A. Poole made a motion for J. Barker to become secretary of the board. M. Satterfield seconded the motion, no further discussion was held, and the motion carried unanimously. J. Barker became Secretary of the board.
  - A. Poole made a motion for M. Mauldin to become Vice President of the board. M. Satterfield seconded the motion. No further discussion was held, and the motion carried unanimously, and M. Mauldin became vice president of the board.
  - A. Poole made a motion for M. Satterfield to become board President. M. Mauldin seconded the motion, no further discussion was held, and the motion carried unanimously. M. Satterfield became president of the board.

A. Poole announced the date of the next meeting will be held on August 15, 2023, at 7:00 p.m. at the High School.

A. Poole adjourned the meeting at 8:23 p.m.

Respectfully submitted,



Jennifer Barker, PCCS Board Secretary