

**Piedmont Community Charter School**  
**A Challenge Foundation Academy**  
April 19, 2016 Meeting Minutes

*Date:* April 19, 2016  
*Board Present:* Mark Franklin, Ellen Harris, Michael Satterfield, Cindy Burnett, Ronn Baker, Robyn McFerren, Cathy Broome, Melissa Williams, Jeff Waldrop, Gary Webster, Craig Killen, Jeff Pruett  
*Board Absent*  
*Others Present:* Jennifer Purdee  
*Others Absent:*  
*Proceedings:* Meeting called to order at 7:05 PM.  
*Next Meeting:* May 17, 2016 @ 7:00 PM Secondary Campus

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The Board of Directors meeting of Piedmont Community Charter School was held on April 19, 2016, in the auditorium at the Elementary Campus with the President in the chair and Secretary present at this meeting.

**Agenda**

No changes to the agenda.

**Awards & Recognitions**

No awards and recognitions.

**Minutes**

Mr. Craig Killen requested a motion to approve the March board minutes.

Mrs. Cindy Burnett made the motion to approve the March minutes and dispense with the reading. Mr. Michael Satterfield made a second to the motion. Motion was adopted unanimously without further discussion.

**Public Comments**

No public comments at this meeting.

**Head of School Report**

Mrs. Jennifer Purdee presented the Head of School report.

A PCCS College acceptance list was presented for the board members to review.

Enrollment Report: Current enrollment is 1199 students and 2 withdrawals since the last board meeting.

Personnel Report: Items were presented by Mrs. Purdee that require Board approval.

Emily Johnston has been hired as the Interim Chorus/Piano teacher at the secondary campus. She will be there until the the permanent teacher has medical clearance to return to work.

Mr. Ronn Baker made the motion to approve the personnel report as presented by Mrs. Purdee. Mrs.

Cathy Broome made the second to the motion. Motion was adopted unanimously without further discussion.

Mrs. Purdee reported that the recent school lottery process went smoothly and was completed in 35 minutes.

MAP testing is currently taking place at the school.

### **Treasurer's Report**

Mr. Ronn Baker presented the Treasurer's Report.

True Remaining Fund Balance is \$3,633,049. Anticipated position as of June 30, 2016 is \$3.7 million dollars. Estimated cash in bank is \$4.2 million dollars.

The Finance Committee had two meetings this month. The next meeting will be held on May 2, 2016.

The Finance Committee recommends Thomas, Judy and Tucker for the auditing company. There will be \$23,500 in fees for this service. This will be adjusted slightly due to tax forms that were previously completed by Elliott Davis.

Mr. Mark Franklin made a motion to approve Thomas, Judy and Tucker for school auditing services as recommended by the Finance Committee. Dr. Robyn McFerren made a second to the motion. Motion was adopted unanimously without further discussion.

Proposed 2016-2017 Budget:

Projected 1250 students and 110 EC students for budget preparation. Approximately 8 million dollars in expenses with anticipated \$2.6 million surplus with these numbers.

Local revenue has decreased, Title I revenue has decreased with an increase in total expenses which results in an \$896,000 impact. This will result in a net surplus of \$2675.95 for the proposed budget. The final budget will be presented next month.

### **Team CFA**

No report was given.

### **High School Subcommittee**

Mr. Jeff Waldrop reported on the search for bus purchases for the school. \$5500 - \$7500 each for used surplus bus purchase. Currently working with a mechanic to evaluate the buses for purchase. May need to explore bus purchase outside of the Charlotte area.

It will cost approximately \$1200 per year/per bus for a maintenance plan. Currently looking at Progressive Insurance for 2 buses which will cost \$1464.00.

There was discussion about the purchase of surplus buses and their availability. These buses do not last long once they have been located and may require a fast purchase.

Mr. Michael Satterfield made the motion to authorize the Head of School to spend up to \$15,000 for 2 buses over a 4 month period at the recommendation of Jeff Waldrop. Mr. Gary Webster made a second to the motion. Motion was adopted unanimously without further discussion.

Bus Policy was presented for a vote by the Board of Directors.

Mrs. Cindy Burnett made a motion to approve the Activity Bus Policy as presented. Dr. Robyn McFerren made a second to the motion. Motion was adopted unanimously without further discussion.

## **Facilities Committee**

Mr. Michael Satterfield gave the Facilities Committee report.

HVAC project has been completed at the Elementary Campus.

Security camera installation process is complete at both campuses.

Slab testing at Elementary Campus: just some fill in is required

HVAC testing at Secondary Campus: Units have been reset and working much better

Sewer line has been replaced at the Elementary Campus by the City of Gastonia and was no cost to the school.

Planning Commission: Will go to Planning Commission meeting on May 5<sup>th</sup> to approve more mobile units for Secondary Campus.

Security Vestibule at Elementary Campus: Approximately \$126,297.60 for the project by Pinnix. This could be completed during the summer months. The cost versus the necessity of this addition for safety was discussed.

Mr. Mark Franklin made the motion to approve \$126,297.60 for the security vestibule project at the Elementary Campus to be completed by Pinnix. The money will come from the fund balance. Mr. Gary Webster made a second to the motion. Motion was adopted unanimously without further discussion.

## **Technology Committee**

No report was given.

## **Governance Committee**

Mr. Craig Killen made a motion for closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee as stated in Article 33C, Section 143-318.11.(a)(6) of the North Carolina Statutes. This time will be used to discuss and review the Evaluation for the Head of School.

Mr. Ronn Baker made a second to the motion. Motion was adopted unanimously without further discussion.

All public was dismissed from the auditorium, all microphones were disconnected and Mrs. Ellen Harris, staff representative, dismissed herself from the meeting at 8:50 P.M.

Open session resumed at 9:18 P.M. All remaining public and Mrs. Jennifer Purdee returned to the auditorium.

The renewal contract for Mrs. Jennifer Purdee as Head of School was presented by Mrs. Cindy Burnett on behalf of the Governance Committee.

Mr. Gary Webster made a motion to accept the renewal contract for Mrs. Purdee as presented. Mr. Jeff Pruett made a second to the motion. Motion was adopted unanimously without further discussion.

The meeting adjourned at 9:19pm.

Next meeting is scheduled for:

Date: May 17, 2016 Time: 7:00PM Location: Auditorium of Elementary Campus

Prepared by:

Cathy Broome

Signed & Approved by:

Board Member:

\_\_\_\_\_ Date: \_\_\_\_\_

Board Member: