

Piedmont Community Charter School
Challenge Foundation Academy
Board of Directors Meeting Minutes

Date: April 25, 2017

Board Members Present: C. Burnett, C. Crawford, M. Franklin, E. Harris, R. McFerren, J. Pruet, M. Satterfield, M. Stephens, P. Swift, J. Waldrep, G. Webster, M. Williams

Others Present: J. Purdee

Proceedings: The Board of Directors meeting of Piedmont Community Charter School was called to order at 7:02 P.M. in the Elementary Campus Auditorium with the president in the chair and Cindy Burnett as acting secretary until Robyn McFerren assumed duties.

Agenda: Exhibit A

Public Comments: None

Point of Order/Request: to move Governance Committee report to the end of the agenda. C. Burnett made the motion, M. Williams seconded. Motion carried unanimously.

Awards and Recognition: Fourth grade students raised \$542.20 for Least of These Carolinas by forming a "Wax Museum" of presidents and first ladies lining the elementary halls. In order to hear about the lives of these historic characters, attendees deposited money into the jars of students.

-Our art festival underscored the academic connections between curriculum in various classes and the art that students produced.

-Mrs. Perry and Mrs. Paul produced this year's spring musical, *Thoroughly Modern Millie*.

-Career and College Promise has grow exponentially. Two years ago, there were 7 students enrolled and taking online classes for a college pathway. There are currently 60 students participating.

-Dance students in 6-12 grade collected supplies to make 20 Easter baskets for the women's shelter.

-The Patriot Pride Program recognized and rewarded 154 students.

Approval of Previous Minutes: Motion by C. Crawford and Seconded by M. Stephens; Approved unanimously

Head of School Report: The lottery for 2017-2018 is completed. Current enrollment is 1244.

-PCCS received the 2016 Performance Framework from the Department of Public Instruction/Public Schools of NC. Reports were prepared for areas of operational, financial, and academic compliance through Office of Charter Schools. There were only 2 tasks (out of 40) where goals were not met.

Treasurer/Finance Committee Report:

-Our current local revenue increased by \$28,600 for a total of \$1,964,571.56 including CFA funds for summer conference.

-Month to date fund appropriations include new lights and is at \$128,977.66

-Our current net surplus is \$349,439.81 with an anticipated 2016 year end Fund Balance of \$4,036,543.50 and an available balance of \$1,283,926.81

-A loan currently held through PNC that will be maturing next year can be refinanced through BBT this year, without penalty and with a better term, lower interest rate, and with less restrictive covenants. Switching the loan holder would require PCCS to move our primary deposit accounts but not our investment account. Motion to approve refinancing through BBT was made by M. Franklin, Second by G. Webster and unanimously approved.

-Approval needed to engage the services of Elliott Davis at a cost of \$76,000.00 for the next year (7/31/17-6/30/18). This was the lowest bid negotiated and they are our current accounting firm. Motion to approve the engagement letter: R. McFerren, Second: C. Burnett; Approved unanimously

-Approval needed for continued retention of Thomas, Judy & Tucker for 401K audit at a cost of \$9000.00, and financial audit at a cost of \$13,000.00. There were no fee increases. Motion by C. Burnett, Second by R. McFerren; Motion approved unanimously.

-Waste Management contracts (2) for each campus for \$418.99/month each were presented. These are at a decreased cost compared to last year. Motion to approve made by J. Pruett, Second by C. Crawford; Approved unanimously.

Facilities Committee Report:

-New energy efficient lights are being installed on weekends

-Preparations are underway for the new mobile unit on the secondary campus

-Work by Gaston Sheet Metal is progressing with pleasing results so far

-There is a new vendor for campus security cameras. We will not be renewing with Tyco when our contract expires.

Team CFA Report: Natalie Parker will provide Core Knowledge in Art information to team CFA. It will also be distributed on Facebook and with other Team CFA schools.

Enrichment Committee Report: There will be a meeting this Thursday at 6:30 p.m. on the secondary campus.

Athletics Committee Report:

- Approval needed for Facility Use Agreement with First United Methodist Church for middle school basketball and volleyball at \$100.00/date. Motion: G. Webster, Second: M. Stephens; Motion unanimously approved
- There is still a need for facilities for high school sports
- Archery will still be pursued as a club sport, but we will not be applying for a grant which dictates that the sport be taught as part of a PE or History class.
- Football has been deemed to expensive for immediate consideration to add as a sport.

Governance Committee Report:

- Approval needed for new employee contracts. these have been reviewed by Granger Pierce, employment attorney. Motion made by J. Pruet, Second by G. White; Motion carried unanimously.
- Cindy Burnett reviewed major changes, deletions, and additions to Series 300 By-laws. The changes were made based on previous by-laws and attorney David Hostetler's template. All changes were approved by him.
- Mr. Matthew Hanks, the new Elementary Campus Parent Representative was introduced. He will be officially seated at the annual meeting in June.

Closed Session: The Board of Directors of PCCS-CFA went into closed session to review the Head of School Evaluation at 8:25 p.m. based on the motion made by J. Pruet and Seconded by G. Webster and passed unanimously.

A motion to return to open session was made by C. Burnett and seconded by J. Pruitt at 9:03 p.m.; approved by unanimous vote.

-A motion to approve the HOS revised review, renew Jennifer Purdee's contract, and provide a 3% raise was made by J. Pruet and seconded by G. Webster and unanimously approved.

Open session was adjourned by M. Satterfield, president at 9:05 p.m.

The next meeting is scheduled for:

DATE: Tuesday May 16, 2017 ***TIME:*** 7:00 p.m. ***LOCATION:*** Elementary Campus Auditorium

Minutes Submitted by:

Witness:

Robyn McFerren, DVM, CVA