

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

Date: August 16, 2016

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

Absent: C. Killen

Others Present: J. Purdee

Others Absent:

Proceedings:

The Board of Directors meeting of Piedmont Community Charter School was called to order at 7:02 pm in the Elementary Campus auditorium with the President (M. Satterfield) in the chair and the acting Secretary (R. McFerren) being present.

Agenda

Agenda: Exhibit A, No changes or additions

Awards & Recognitions None

Minutes Minutes from the June Meeting and the July Board Retreat were presented for approval. Motion: M. Franklin Second: J. Pruett

Public Comments None

Head of School's Report

1. **Enrollment:** To better understand the high school attrition, it was suggested that an intake survey be given to identify what students like about PCCS. Similarly, exit interviews are attempted with parents and students to find out why they are leaving. Currently 1321 students are enrolled for 2016-2017 with the Senior class at maximum capacity.
2. **Personnel Report :** State license renewals for teachers are pending and all anticipated positions are represented in the approved budget for the year. Thirteen new employees were approved for various positions. Motion: J. Pruett Second: C. Burnett

3. **Mission Medstaff, LLC Contract:** Reviewed and revised by David Hostetler with NC and Federal funds available to apply for throughout the next 8 years. Approved to provide CNA services for an individual student pending consultation with D. Hostetler regarding item #8 to be sure that PCCS can not be held liable for medical mistakes made by the third party (CNA). Motion: R. McFerren Second: J. Pruett
4. **Tom Miller/Leaders Building Leaders Contract:** Approved at the Team CFA Rate. Motion: J. Pruett Second: J. Waldrep
5. **Apple Self Servicing:** John Mullis has volunteered to be trained to service MacBooks on site at a cost of \$1500 with an average savings of \$400 per screen repair.
6. **Holly White:** Reported on the success of a summer reading program in cooperation with Gaston YMCA.
7. **Ernie Bridges:** Reported that 97% of HS students were scheduled prior to school's beginning; at risk students were presented with a "graduation contract" to encourage participation and completion; Online classes were increased by 30 seats and an on site facilitator was hired to organize and supervise; an additional math instructor was hired to help teach and decrease class size; there is a wait list for 9th and 11th grade; pottery class has been added; athletics is growing and has expanded to allow 6th graders to play.

President Craig Killen has resigned from the Board and was thanked in absentia for his work. There will be an informal Board of Directors Workshop Sept. 17, 2016 8-10 am at the Secondary Campus.

Treasurer's Report-Presented by Claire Wilson

1. As of July 1 we have a new accounting firm
2. For the year ending 6/30/2016 we had a net surplus of \$171,355.79
3. Our Fiscal year 2015 Fund Balance is \$3,507,121.58 which includes an increase of \$171,146.81 in our PNC Investment account since Jan. 2016.

Team CFA Insights from the Team CFA Conference in Nashville: the goal for all Team CFA schools is to be rated > B. In pursuing this goal, academic coaches are available for all schools and J. Purdee already has a plan to best utilize this aid.

Facilities M. Satterfield reported that a third mobile unit is being installed at the secondary campus and the kiln installation is almost complete; the security vestibule is almost finished at the elementary campus and the sewer line beneath the elementary building had to be replaced after concrete that was pumped in to stabilize the floor invaded pipe lines. This project is now over budget but there is discussion about whether the cost should be shared by the concrete company. Invoices for these projects are due and the appropriated money is to be moved from the general fund for payments.

High School Subcommittee J. Waldrep announced that the next meeting will be Sept. 6; the purchased bus has not been inspected yet but is scheduled to be done some time in August. After that, it will be painted white and branded for PCCS. There is anticipated need for a second bus, but J. Purdee proposes waiting until fall enrollment numbers are set.

Governance

1. C. Burnett presented revised Series 200 Policy: during discussion, it was determined that clarification is needed regarding Drug Testing procedures and requirements.
2. M. Satterfield motioned and C. Burnett seconded the nomination for R. McFerren to fill the vacant position as Secretary of the Board of Directors.
3. It was announced that an additional Teacher Representative will be joining the board. This will allow a representative from each campus to serve and to have overlapping tenures on the Board.

* All motions passed unanimously unless otherwise noted

Meeting adjourned 8:52 pm.

Workshop

Date: Sept. 17, 2016 *Time:* 8-10:00 am *Location:* Secondary Campus

Next Meeting:

Date: Sept.20, 2016 *Time:* 7:00 pm *Location:* Elementary Auditorium

Prepared by:

Robyn McFerren, DVM, CVA

Signed and Approved by

Board Member:

_____ Date _____

Board Member:

_____ Date _____