

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

Date: August 21, 2018

Location: Elementary Campus Auditorium

Time: 7:00pm

AD 9/18/18

Board members present: Michael Satterfield, ~~Jeff Pruett~~, Alex Poole, Mark Stephens, Matthew Hanks, Jennifer Barker, Jeff Waldrep, Charlene Crawford, Mark Franklin, Jennifer Wyatt, David Benfield

Others: Jennifer Purdee, Ernie Bridges and Claire Wilson

Agenda:

1. Call to order at 7:00pm by Board President, Michael Satterfield. Reading of Mission Statement
2. Moment of Silence
3. No public comments
4. No Awards or Recognition
  - a. Reading of letter to the board from Hannah McLaughlin in thanks of support in her attending Tarheel Girls State and Governor's School East this summer.
5. Approval of Previous Minutes
  - a. Board Meeting June 19, 2018. Motion made to approve by Mark Stephens, seconded by Charlene Crawford and unanimously approved.
  - b. School Board Retreat June 21<sup>st</sup>. Minutes to be approved with 1 spelling correction. Motion made to approve by Jeff Pruett, seconded by Charlene Crawford and unanimously approved.
6. Reports
  - a. Treasurer/Finance Committee
    - i. Mark Stephens reviewed the report for June 30, 2018
    - ii. Employee top pay increase - motion made to approve the increases set forth by Mark Franklin, seconded by Charlene Crawford, unanimously approved.
  - b. Head of School Report – Jennifer Purdee
    - i. Personnel Report including new contracts for 2018-19 school year - motion to approve by Mark Franklin, seconded by Mark Stephens, unanimously approved.
    - ii. Bayada Contracts – motion to approve by Charlene Crawford, seconded by Jeff Waldrep, unanimously approved.
    - iii. Carolina Specialty Transport Contract – motion to approve by Mark Franklin, seconded by Mark Stephens, unanimously approved.
  - c. Enrichment Committee Report – Mark Franklin
    - i. Dashboard number to be calculated and reported to the committee on Sept. 13<sup>th</sup>. There was no August meeting.

- d. Athletics Committee Report - Jeff Pruett
  - i. Ernie Bridges - The High School has added Cross Country and Ladies Golf this year
- e. Team CFA Report – Mark Franklin
  - i. Statement read from Team CFA
  - ii. Announcement from Team CFA that they will be affiliated with and operate a new K-5 charter school located in Stanley, NC named Stanley Charter School. They will also be affiliated with a new K-4 Charter School in Lexington, NC. This will be the 14<sup>th</sup> Team CFA school in NC.
- f. Facilities Committee Report – Michael Satterfield
  - i. 1<sup>st</sup> round of quotes have come in and they are high, work is being done to prioritize design elements and get the cost down.
  - ii. Terracon Soil Borings Contract and Terracon Asbestos and Lead Paint Survey Contracts. Motion to approve made by Mark Franklin, seconded by Jennifer Wyatt, unanimously approved with indebtedness clause added.
- g. Governance Committee Report
  - i. Criminal History Policy (revised) and Conflict of Interest Policy (revised) – Mark Stephens moved to approve, Charlene Crawford seconded, unanimously approved.
- h. Safety Committee Report – Jeff Waldrep
  - i. Safety training was well received and there is discussion of making it an annual event. Comments related to current safety status of school include critiquing and reviewing safety procedures, perimeter fence upgrades at both campuses, additional lighting and control of landscaping at elementary campus.

7. Next Board Meeting is September 18<sup>th</sup> at 7pm in the Elementary Campus Auditorium

Meeting adjourned at 8:18 pm.

DA Poole 9/18/18  
DA Poole, Secretary

Jeffery J. Pruett witness  
9/18/18