

**Piedmont Community Charter School**  
**A Challenge Foundation Academy**  
February 16, 2016 Meeting Minutes

*Date:* February 16, 2016  
*Board Present:* Mark Franklin, Ellen Harris, Michael Satterfield, Cindy Burnett, Ronn Baker, Robyn McFerren, Cathy Broome, Melissa Williams, Jeff Waldrop  
*Board Absent:* Gary Webster, Craig Killen, Jeff Pruett  
*Others Present:* Jennifer Purdee  
*Others Absent:*  
*Proceedings:* Meeting called to order at 7:00 PM.  
*Next Meeting:* March 15, 2016 @ 7:00 PM Secondary Campus

---

The Board of Directors meeting of Piedmont Community Charter School was held on February 16, 2016, in the auditorium at the Elementary Campus with the Vice-President in the chair and Secretary present at this meeting.

**Agenda**

No changes to the agenda.

**Awards & Recognitions**

None reported at this meeting.

**Minutes**

Mr. Michael Satterfield made the motion to approve the January minutes and dispense with the reading. Dr. Robyn McFerren made the 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.

**Enrollment Report:** Current enrollment is 1208 with 6 withdrawals since the last meeting. List of withdrawals was also presented. Mrs. Purdee reported good attendance at parent meetings and open house at the secondary campus, which will be repeated in the fall and spring.

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

Elizabeth Skulkety hired as EC Teacher for Secondary Campus and Cindy Clemmer changed to 5 hours daily during second semester to teach Forensics and Earth and Environmental Science.

Mr. Mark Franklin made the motion to approve the personnel report as submitted by Mrs. Purdee. Mr. Michael Satterfield made a second to the motion. Motion was adopted unanimously without further discussion.

2016 – 2017 School Calendar: New academic calendar for 2016 – 2017 was submitted for Board approval. Calendar is similar to last year's calendar. Mrs. Purdee noted mandatory teacher work days which will be used for parent/teacher conferences and staff development.

Dr. Robyn McFerren made the motion to approve the 2016 – 2017 academic school calendar as submitted. Mrs. Cathy Broome made a second to the motion. Motion was adopted unanimously without further discussion.

MAP Scores: Mrs. Purdee presented and reviewed the MAP scores. All students scoring below 60<sup>th</sup> percentile have personal education plans to help improve EOC outcomes.

EOC Data for Fall scores, ACT Data and PSAT Data were all presented and discussed by Mrs. Purdee.

### **Treasurer's Report**

Mr. Ronn Baker presented the Treasurer's Report.

True Remaining Fund Balance is \$3,661,243. Anticipated position as of June 30, 2016 is \$3,939,331.

There was no Finance Committee meeting last month. The next Finance Committee meeting will be on March 7, 2016 at 5:30 PM.

### **Team CFA**

Mark Franklin noted that the Board dinner will be held on March 11<sup>th</sup> in Charlotte, NC.

### **High School Subcommittee**

The High School Subcommittee met in February and discussed the purchase of buses. The attorney will work on a "use" policy for the buses. The committee is looking at new, used and surplus buses for potential purchase. A maintenance person will be needed as well.

### **Governance**

Mrs. Cindy Burnett gave a report for the Governance committee. A revised Grievance Policy was presented to the Board for review. The document was prepared with the assistance of our school attorney. A school Grievance form was also developed.

There was discussion about the last paragraph of the grievance process and the number of Board members to be involved in this process. Two or more Board members involved in a formal hearing is preferred to one Board member as stated. No vote will be taken tonight on the Grievance policy until the concerns are reviewed by the school attorney.

### **Facilities Committee**

Mr. Michael Satterfield gave a report for the Facilities committee. Moving forward with the camera installation for both campuses. There is an option to buy or lease the camera system with Tyco. Lease will cost \$1765.00 monthly and purchase will cost \$58,000 with an optional \$485 monthly maintenance package. It would require about 4 years to break even and then would save approximately \$1280 per month with a purchase plan according to Ronn Baker.

Tyco representatives were present at the meeting. 90 day warranty is offered on the equipment. Maintenance package covers repairs and/or replacement. The average life of the equipment is 5 to 7 years. A lease agreement is 5 years. The total savings to buy outright with no monthly maintenance

plan will be \$45,000.

Will plan a brief meeting next week to review the purchase contract and also the possibility of an extended warranty. The meeting will be held next Tuesday at 6 PM in Mrs. Harris's classroom.

HVAC system: The boiler is off, but the HVAC system is not totally complete. The majority of it is up and running.

Sewer line: 3 broken pieces located and the city will be taking care of the repairs. Will look at pricing to eventually move the sewer line and the manhole.

Also looking at additional mobile unites for the secondary campus.

The meeting adjourned at 8:30pm.

Next meeting is scheduled for:

Date: March 15, 2016 Time: 7:00PM Location: Auditorium of Elementary Campus

Prepared by:

Cathy Broome

Signed & Approved by:

Board Member:

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

Board Member: