

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

Date: February 21, 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, C. Wilson

Proceedings: The Board of Directors meeting of Piedmont Community Charter School was called to order at 7:04 p.m. in the Elementary Campus Auditorium with the president in the chair and the secretary present.

Agenda: Exhibit A

Public Comments: None

Awards and Recognition:

- PCCS received a check for \$950 from Chrysler from the Drive for Kids event held in December. Funds will go toward a Science Lab.
- Gastonia East Rotary Club Donated \$1500 towards a new playground for the Elementary campus. The playground is now half-way toward the fund goal.
- Boys Varsity basketball made it to the first round of the state play offs. Senior basketball players were honored at their last home game.
- The Patriot Pride Rewards Program's first event was very successful. This is a new incentive that rewards students who exemplify high standards in the areas of academics, attendance, and discipline. There are red, white and blue categories of rewards. All together, 156 students enjoyed the rewards of good grades.
- Brianna Falls was chosen to be one of fifteen area high school students to review the musicals participating in the Blumey Awards. She will attend area high school musicals, write reviews that will be posted to the Charlotte Observer's website and be in the running for the student critic award.
- Bailey Thompson, Chris Fore, and Abe Daniels are congratulated for being selected to participate in the South Central District All State Honors Band.
- Congratulations to Dylan Medlin, Andrea Barrett, and Karen Bunch for being voted Student, Teacher and Staff Member of the Quarter by the Student Council.
- Middle School students honored for displaying the character strengths of Hope and Optimism include Audrey Bankston, 8th grade; Jensen Vazquez, 7th grade; and Mathew Pineda, 6th grade.
- Jacob Sells won the PCCS Spelling Bee and will go on to compete at the county level.

Minutes: Approval of January 2017 meeting minutes were approved pending correction of two statements in the Financial Report. Motion by C. Burnett and second by G. Webster. Minutes approved unanimously with said corrections.

Reports:

Head of School Report:

- 1) Enrollment is 1270 students
- 2) Personnel: New hires include Wendy Greemon and Stephanie Reese as P/T Teacher Assistants, and Robyn Decker as an Interim Teacher for 2nd grade. Motion to approve these hires: M. Franklin, Second: M. Stephens. Unanimously approved.
- 3) Elementary Art Interim Teacher position was posted today.
- 4) Approval needed for change of supplemental insurance provider to Colonial Life that offers more options for coverage at a lower price for the staff. Motion: M. Franklin, Second: M. Stephens. Unanimously Approved
- 5) The 2017-2018 school calendar was approved unanimously with a motion by G. Webster, Second: J. Pruett.
- 6) Approval needed for contract to retain Mr. McKinney, attorney, to sponsor an employee for Permanent Residency/Citizenship. Mr. McKinney worked with our school attorney, David Hostetler, to develop this contract. Our entire cost is \$2250 with the remainder of any fees to be paid by the individual seeking citizenship through regular U.S. protocols. J. Pruett motioned to approve, G. Webster seconded. The vote was passed with M. Williams opposed citing that we do not have an official sponsorship policy. The vote passed to approve the contract with the caveat that the Governance Committee will develop a policy for the future.

Treasurer and Finance Report:

- 1) State funding increased by \$12,135.00, Local revenue increased by \$234,988.14, and Federal revenue increased by approximately \$14,095.85. The net effect on our budget is an additional \$261,218.99 in revenue which brings our expected year end surplus up to \$360,987.56
- 2) Revenue for the month of January was \$994,574.11 with total monthly expenses of \$720,256.66. That left a monthly surplus of \$274,317.45.
- 3) The investment account balance as of Jan. 31 was \$2,466,019.38 that reflects a growth for the month of \$40,252.82 and a total growth since inception of \$216,019.38.
- 4) Cash in the bank totaled \$3.9 million with an expected fund balance available at year end of \$1,604,220.33.
- 5) The Vanguard proposal to purchase the two original mobile units on the secondary campus was presented at the finance committee meeting on Jan. 31. this will be discussed further at the next meeting and brought before the board for a vote closer to the lease expiration in August. In addition, the Mobile Modular proposal was presented for an additional unit to be installed next year.
- 6) The board voted unanimously to approve three recommended additional funds to the following budgeted expense amounts that would fall short of the actual expenses:
 - a) \$33,000.00 to Line 12, Utilities. The new HVAC unit at the Elementary campus has increased our spending. Motion: C. Burnett Second: J. Waldrep
 - b) \$10,000.00 to Line 4, Technology to fund replacement of some of our old Windows computers used by staff, as well as to replace several projectors. Motion: R. McFerren, Second: M. Satterfield

c) An addendum to our Apple lease agreement was approved to allow payment in two installments which allows for a better positive cash flow during the summer, despite incurring an additional \$1,136.76 in interest. Motion by G. Webster and Second by C. Burnett.

7) M. Stephens presented a rough draft of the 5 Year financial plan.

Facilities Committee Report:

- 1) The Mobile Modular contract for an additional unit (2 classrooms) on the Secondary campus at a cost of \$115,000.00 from the fund balance was presented.
- 2) The Tyco contract for \$1,672.21 to be paid from the Facilities Budget Line was presented. A motions was made by C. Burnett and Seconded by C. Crawford so that the PA systems will be connected between the campuses. Motion approved unanimously.
- 3) LED lighting would save significant money on electrical bills. We are looking for cost reduction programs, grants, and rebates to help purchase bulbs/convert fixtures. Though there will be an initial upfront cost, a significant return on investment should occur by 28 months and have a positive impact on long term savings.

Team CFA Report: None

Governance Committee Report:

The new Health and Safety Curriculum Policy and the revised Comp Time Policy were read through. Both of these will be posted to the school's website.

Enrichment Committee Report:

2016-2017 first semester EOC statistics and Fall to Winter MAP data was reviewed. New incentives are in place for the next MAP/EOG testing for HS/MS/Elem. students. Detailed reports from MAP on each student help tutor, group, monitor, and set goals for that individual.

Athletics Committee Report:

- 1) 2017-2018 school year already has funds budgeted for MS Girls Volleyball, MS Boys Baseball, and MS/HS Cross Country teams.
- 2) Goals include beginning to purchase necessary equipment and find coaches as well as continue to search for a facilities to use for next years basketball and volleyball games.
- 3) Archery is another potential sport that is being investigated as there is grant money available. It may be introduced as a club and if there is enough interest, be developed into a school team sport.
- 4) The committee is still collecting data to finalize a 5 year plan.

The meeting was adjourned by M. Satterfield at 8:38 PM

The next meeting is scheduled for:

DATE: Tuesday, March 21, 2017
Campus Auditorium

TIME: 7:00 PM

LOCATION: Elementary

Minutes Submitted by:

Witness:

Robyn McFerren, DVM, CVA