

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

Date: January 17, 2017

Board Members Present: C. Burnett, C. Crawford, M. Franklin, E. Harris, R. McFerren, J. Pruett, 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 7:02 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: None

Minutes: Minutes from the December 2016 meeting were unanimously approved after a call to vote by the president.

Reports:

Head of School Report:

1) 1274 students enrolled as of 1/11/2017. Projected enrollment for the 2017-2018 school year is 1400 maximum students. We must have a minimum of 1260 (within 10% of estimate)

2) Personnel: New hires are Jennifer Nelson-HS History/Social Studies, Brittany Griffin-SP1 Elementary Education; Connie Raven will have a change in status from P/T teacher assistant to PowerSchool Data Manager/Registrar.

Motion to approve: C. Burnett, Second: M. Williams and passed unanimously.

3) Contract to retain Mr. McKinney of McKinney Immigration Law to begin the process of sponsoring an employee with a current NC teaching license that wants to pursue U.S. Citizenship. Discussion of the process, costs, time line followed. The individual has an H1B Visa that is in effect for 5 more years. An employer sponsorship is required for permanent residency and entails 3 steps that can take up to 10 years to process. Funds for the attorney and other fees required by the school (sponsor) are available in the salary line and would not be drawn from the General Fund. A motion for approval was made by G. Webster and seconded by J. Waldrep. Pursuant to the discussion, the motion was withdrawn by G. Webster. M. Franklin made a motion to

table the vote until the February 21, 2017 meeting, second by M. Williams. Vote: 8 Yea, 4 Abstention

4) There will be an open house event Feb. 16, 2017 at the Secondary Campus and many other upcoming events on the PCCS website calendar.

Finance Committee:

1) A rough draft of the 5-Year Financial Plan was discussed at the Jan. 10, 2017 finance committee meeting.

2) Funds for hiring Mr. McKinney, Immigration Law were discussed.

3) One of the buses broke down and was towed for repairs. Engine repair costs \$17,057.05. A two year warranty will then be in effect. The executive committee held an emergency meeting to approve funds for repair, but these funds need to be moved from the General Fund balance. Motion: J. Waldrep, second: R. McFerren. Unanimous approval vote.

4) Filewave, a remote IT software application, needs approval at a cost of \$10,140.00 from the General Fund Balance. Motion: C. Burnett, second: J. Pruet

5) A reminder that the 2017-2018 budget must accommodate a HS EC teacher for an occupational course of study.

6) Our month to date surplus is \$222,444.29 and the expected end of year surplus is \$125,156.91. Our investment fund has increased to \$2,425,766.56.

Facilities:

1) The new P.A. System was installed at the Secondary campus but can not be tested while MAP or other testing is being conducted.

2)HVAC Phase 1 has been completed at the Secondary campus and the results will be monitored as the ambient temperatures outside increase.

3) Mag Locks to be installed Jan. 30, 2017

Team CFA: no report

Governance Committee:

Approval of revisions to Series 400 of the By-Laws: Motion: G. Webster, second: M. Franklin. Unanimous approval

Enrichment Committee: There will be a meeting in Feb. (TBA) to review MAP testing scores

Athletics Committee: J. Pruet reviewed the agenda of the December 9, 2016 meeting. Discussion included: limited facilities, new sports that we could add, and a goal to develop a 3, 5, or 10 year plan for athletics. The most urgent issue is to continue the search for a usable facility for basketball since the YMCA (current facility) will no longer be available due to reconstruction.

Closed Session: The Board of Directors of PCCS-CFA went into closed session at 8:08 pm to review Minutes from the Closed Meeting of Nov. 15, 2016 as motioned by C. Crawford and seconded by G. Webster. A motion to return to open session was made by M. Franklin and seconded by G. Webster.

At 8:15 pm the Board returned to open session and a motion to approve the Closed Session Minutes of Nov. 15, 2016 was made by M. Franklin, Second: J. Pruet. Minutes were unanimously approved. Open session was adjourned by M. Satterfield at 8:17 pm.

The next meeting is scheduled for :

DATE: Tuesday, February 21, 2017 ***TIME:*** 7:00 PM ***LOCATION:*** Elementary Campus Auditorium

Minutes submitted by

Witness:

Robyn McFerren, DVM, CVA