

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

**Date: January 16, 2018**

**Time: 7:00 pm**

**Location: Elementary Campus Auditorium**

Board Members Present: Michael Satterfield, Mark Franklin, Charlene Crawford, Mark Stephens, Matthew Hanks, Mellissa Williams, Alex Poole, Jeff Pruett, Jeff Waldrep, and Paula Swift

Others: Jennifer Purdee and Claire Wilson

Proceedings: The meeting was called to order at 7:05pm by Board President, Michael Satterfield.

## Agenda:

- Call to order: Mission statement read
- Moment of silence
- There were no public comments
- Awards & Recognition- Congratulations to Band students **Cameron Pollard** and **Matthew Pineda** for being selected to the South Central District All State Band. Their selection was based on an individual audition of over 1500 students from South Central District. They will attend a 2 day clinic at Stuart Cramer High School on January 26/27, 2018. The 2 day clinic will conclude on Saturday with a public concert that is free and open to the public at 2pm in L. Reeves McGlohon Auditorium on the campus of Stuart Cramer High School. **Nadja Brown** will represent Piedmont in the **NewGen Peace Builders** to equip emerging leaders. Piedmont will have a **Career and College Promise rep** on campus February 22<sup>nd</sup> at 6pm to share about this exciting program and answer student and parent questions. We are the only school getting our own information session. All other schools must pick one of three options to attend at Gaston College location.

This month middle school is recognizing kindness. Congratulations to the winners of this **Character award**: 6<sup>th</sup> grader- **Kaela Bryson**, 7<sup>th</sup> grader- **Mary Garrison** and 8<sup>th</sup> grader- **McKenna Lawler**. In December alone, elementary has filled their warming tree with scarves, gloves, hats and warm clothing for people in need. The middle school student council had a successful drive of a similar nature. High School students volunteered though Bible Club and Jr. Heart Board to take cookies to an area nursing home and sort boxes at Operation Christmas Child. National Honor Society ran for the residents at Courtland Terrace. Lottery resulted with 395 Online applications. Piedmont had 7 teachers in the top 25% of the state for student growth. There were over 3300 teachers. 3<sup>rd</sup> grade- Sandi Rhyne and Ellen Harris, 4<sup>th</sup> grade- Lera Tate and Kathy Stowe, 5<sup>th</sup> grade Laura Baird, who was 11<sup>th</sup>, Claudia Stroup, and Rhonda Carr

- A motion to approve previous minutes from November 21, 2018 came from Jeff Pruett and seconded by Mark Franklin. Unanimous approval.

#### Reports:

1. **Treasurer/Finance Committee** - presented by Mark Stephens. Total revenue increased by \$512,636
  - State - \$174,290
  - \*Local - \$328,346
  - Federal - \$10,000\* Local revenue: \$182,725 is offset by local expenses tied to those lines. The net increase to local revenue is \$145,621. Net increase to total revenue is **\$329,911**. Total expenses increased by \$384,618. Of that amount, \$182,725 are local expenses offset by local revenue increases. Net expense increase is **\$201,893**. **Total increase to surplus is \$128,019**.

Expense lines adjusted (not including those expenses offset by local revenue):

- 1, Salaries- adjusted Office (for added Finance Assistant), Bus Driver, and Test Result Bonus = increase \$25,200
- 2, Benefits - adjusted SS and Other Retirement cost based on salary line and historical; adjusted Hospitalization and Life Insurance for current rates = reduction (\$70,756)

- 3, Books & Supplies - adjusted Textbooks, EC supplies, Office Supplies = increase \$64,000
- 4, Technology - increase Non-Cap Instr Hardware, Office Software = increase \$14,600
- 5, Equipment & Leases - adjusted Non-Equip based on Special State Reserve funds received = increase \$13,961
- 6, Contracted Student Services - adjusted based on student load and Special State Reserve funds received = increase \$14,597
- 8, Administrative Services - adjusted Legal Services, Human Resources, and Sales Tax Expense = \$14,500
- 9, Insurances - adjusted Auto Insurance = reduction (\$2,709)
- 11, Facilities - adjusted Building Repair & Maintenance = increase \$100,000
- 13, Nutrition & food - adjusted Other Food - Office = increase \$3,500
- 14, Transportation & Travel - adjusted Bus Maintenance = reduction (\$1,000)
- Micheal Statterfield stated that we had more money come in from ADM, increase in students and expenses came in. Mark Stephens asked for a motion to approve the new budget lines. Second by Mark Franklin. Unanimously approved.

2. **Head of School Report** - Jennifer Purdee. Enrollment at 1302.

Personnel- presented the board with additional help for the math teachers. New positions already represented in the budget. A motion to approve came from Mark Stephens and second by Jeff Pruett. Unanimously approved.

- North Carolina School Report Card - we received a B overall.
- 2017 Charter School Performance Framework- We were compliant in all areas except one (A5-The school implements mandated programming as a result of state and federal requirements - **ELL**) But we have submitted evidence that we are compliant on 01/02/2018 to OCS.
- Teacher recruiting - Open recruiting starting now
- Calendar: 1/9 First Parent Information Meeting, 1/16 mclass testing, 1/25 Charter School Job Fair Teacher, 1/19 End of 2<sup>nd</sup> 9

weeks, 1/24 NC Check-ins test, 1/25 Secondary Campus Open House, 2/3 ACT practice test.

3. **Enrichment Committee** - Mark Franklin- Report card, Using Charter School framework numbers, evaluation numbers from MAP test for Growth number.
4. **Athletics Committee** - Jeff Pruett- No report
5. **Team CFA** - Mark Franklin- No report
6. **Governance Committee** - Jeff Pruett- Presented the first reading of revision to Bylaws in Series 100 Organization and Governance Policies and Procedures and first read through of background check policy.

7. **Facilities Committee** -

Motion to move to closed session to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract for the acquisition of real property by purchase, option, exchange, or lease.... by Jeff Waldrep and second by Jeff Pruett. Unanimously approved.

**Closed session from 7:47pm - 8:55pm**

Motion to come back into session by Michael Satterfield at 8:58pm and second by Charlene Crawford. Unanimously approved.

Motion to authorize hiring consultants for site evaluations, such as surveyors, site designers, environmental engineers, etc from Jeff Waldrap and second by Jeff Pruett. Unanimously approved.

**Next Board Meeting: February 20, 2018**

**Time: 7:00pm Location: Elementary Campus**

**Meeting Adjourned at 9pm**

Minutes Submitted By:

Witness:

Charlene Crawford  
Board Secretary