

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

Date: June 16th, 2020

Location: Secondary Campus Commons Area and Remote

Time: 7:00pm

Board members present: Michael Satterfield, Jeff Pruett, Alex Poole, Mark Stephens, Scott McRaney, Jennifer Barker, Charlene Crawford, Lisa Largent, Colton Ballard and Laura Baird. A quorum was present.

Others: Jennifer (Purdee) Killen, Claire Wilson, Ernie Bridges, Holly White, Sheila Richards, Ty Harmon, Wendi Greemon.

Agenda:

1. Call to order at 7:02pm by Board President, Michael Satterfield. Reading of Mission Statement by M. Satterfield.
2. Moment of Silence.
3. Public comments
  - a. None.

Motion was made at this point to move item 6f up to this spot by M. Stephens, seconded by J. Pruett, unanimously approved. Ty Harmon proceeded with a High School update presentation.

4. Awards & Recognition – Jennifer Killen
  - a. General recognition of staff and teacher excellence, successful graduation ceremony and student item drop-off and pick-up success.
5. Approval of Previous Minutes
  - a. Board Meeting on May 19th, 2020. Motion made to approve by M. Stephens, seconded by C. Crawford and unanimously approved.
6. Reports
  - a. Treasurer/Finance Committee – M. Stephens
    - i. Reviewed the surplus and Cash Report as of May 31st, 2020.
    - ii. Reviewed the Educational Revenue Bonds, Series 2019 Summary report for month ending May 31st, 2020.
    - iii. Reviewed the budget report for the period May 1st, 2020 to May 31st, 2020. Motion made to approve moving \$25,000.00 from line 6. Contracted Student Services to line 15. Capitalized Expenses in order to upgrade wifi coverage at the Elementary School by adding access points, etc. by C. Crawford, seconded by S. McRaney and unanimously approved.

- iv. Reviewed the 2020-2021 budget which is based on the possibility of a 5% State Budget decrease. Motion made to approve this budget as presented by C. Crawford, seconded by J. Pruett and unanimously approved.
  - b. Head of School Report – Jennifer Killen
    - i. Reviewed the Personnel report which includes the addition of Norman Falls, the new Communications Coordinator for PCCS. Motion made to approve by J. Pruett, seconded by L. Largent and unanimously approved.
    - ii. Reviewed the enrollment reports for school years 19/20 and 20/21.
    - iii. Updates were given on remote learning, the graduation ceremony and student item drop-off and pick-up by H. White and E. Bridges.
    - iv. J. Killen reviewed the signage update plans at the Middle School Campus and the Strong Schools NC Public Health Toolkit plans.
  - c. Enrichment Committee Report – A. Poole
    - i. No report.
  - d. Athletics Committee Report - C. Crawford/J. Barker
    - i. Bus shopping continues.
  - e. Facilities Committee Report
    - i. An isolation area will be added at the Middle School campus.
  - f. Safety Committee Report
    - i. No report.
  - b. Governance Committee Report - J. Pruett
    - i. No report.
- 7. Annual Meeting Business
  - a. Acknowledgement of board members completing service
    - i. Mark Franklin
      - 1. M. Satterfield thanked M. Franklin for his service.
      - 2. In M. Franklin's absence, A. Poole read a letter prepared by M. Franklin.
  - b. Seating of new board members
    - i. C. Crawford re-nominated by M. Satterfield for Member at Large, M. Stephens seconded, unanimously approved.
    - ii. M. Stephens re-nominated by M. Satterfield for Member at Large, C. Crawford seconded, unanimously approved.
    - iii. M. Stephens re-nominated by M. Satterfield for Treasurer, J. Pruett seconded, unanimously approved.
    - iv. W. Greemon was sat as Middle School Parent Representative.
    - v. J. Barker was sat as High School Parent Representative.
- 8. Next Board Meeting is July 14th, 2020 at 7pm, exact location at the New High School to be determined.

Meeting adjourned at 8:02 pm.

Secretary: Alex Poole Date: 7/14/20  
 witness: Charles H Crawford Date: 7/14/2020