

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

Date: June 19, 2018

Location: Elementary Campus Auditorium

Time: 7:00pm

Board Members present: Michael Satterfield, Mark Franklin Charlene Crawford, Mark Stephens, Jeff Pruett, Alex Poole, Jennifer Wyatt, Jeff Waldrep, and Paula Swift.

Others: Claire Wilson

Proceedings: Call to order at 7:00pm by Michael Satterfield. Mission statement was read by Jennifer Wyatt.

Agenda:

- Moment of Silence
- No public comments
- Awards and recognition - None
- A motion to approve previous May 15, 2018 minutes came from Jeff Pruett and second by Jeff Waldrep. Unanimously approved.

Reports:

- **Treasury/Finance Committee** - Mark Stephens - Budget Net Surplus is down at \$365,803.35 because of a \$14,000 Survey bill for the land. That is the only change. Surplus and Cash as of May 31, 2018 is as follows: **Total Cash:** Operating \$2,402,158.87, Special Funds \$2,639.45, Investment \$1,322,091.12, IDA \$4,714.81, Petty Cash \$713.14 with a total of \$3,732,317.39. **Anticipated Fund Balance:** FY17 Ending Fund Balance \$4,226,362.63, Fund Balance Appropriations - current fiscal year **(\$148,113.60)**, 3rd Campus Project Expenses **(\$1,524,735.83)**, Current Year Budgeted Surplus \$365,803.35, Expected FY18 Ending Fund Balance \$2,919,316.55, Amount Held in PNC investment account **(\$1,322,091.12)**, Amount Held in IDA Account **(\$4,714.81)**, Expected Fund Balance Available \$1,592,510.62.
- **Enrichment Committee** - Mark Franklin - no meeting - Alex is working on data for test scores.
- **Team CFA** - Mark Franklin - New school opening in the fall in Davidson County, Davidson Charter County with 360 students.
- **Athletics Committee** - Jeff Pruett - No report.
- **Facilities Committee** - Michael Satterfield - moving right along. Will reach end of design contract offer around the first of December 2018 and then we can look at the Bond issue. Met with Architect and Canopies will be going up through the summer into the fall. At Jennifer Purdee's request the Science Lab was redesigned for middle school. This will reduce the cost as well.
- **Governance Committee** - Jeff Pruett - No report
- **Head of School** - Claire Wilson - Ending enrollment is at 1284 which is up from last year. Four year Attrition report. Attrition is down to 2.88% this year which is half of what it was three years ago. Wait list is 1049 students. Need approval for Jennifer Purdee to file the Comprehensive Continuous Improvement Plan (CCIP) application for federal funds. A motion that the board of directors of PCCS hereby authorizes Jennifer Purdee, Head of School, to file the CCIP grant application. Second by Mark Stephens.

Unanimously approved. **Calendar: July15-17** - The administrative team will attend the NC Charter School Conference, **August 14** - Teacher workdays begin, **August 27** - first day of school, **September 24- 20th** day of school.

- **Annual Meeting Business** - Acknowledgment of board members completing service: Melissa Williams, served six years. She has raised a couple of wonderful girls in PCCS. Jeff Waldrep for four years but hopefully will be back for two more. Paula Swift is the current secondary staff representative. She will be replaced with David Benfield. Charlene Crawford as current Secretary and secondary parent representative. She will be replaced with Jennifer Barker will become the new Secondary parent representative. Charlene and Jeff Waldrep will be voted on as at Large members. Michael thanked Paula and Melissa for their service. David took his seat on the board. Nominations for the vacant seats. A motion to accept Jennifer Barker as the new Secondary Parent Representative came from Michael Satterfield and second by Mark Stephens. Unanimously approved. A motion to nominate Charlene Crawford for an At Large position on the board came from Michael Satterfield and second by Mark Franklin. Unanimously approved. A motion to nominate Jeff Waldrep for his At Large and second by Alex Poole. Unanimously approved. Election of officers: a nomination for Mark Stephens as Treasurer came from Mark Franklin and second by Jeff Pruett. Unanimously approved. A nomination for Alex Poole as Secretary came from Charlene Crawford and second by Jeff Waldrep. Unanimously approved. A nomination for Jeff Pruett as Vice President came from Michael Satterfield and second by Mark Stephens. Unanimously approved. A nomination for Michael Satterfield for President came from Charlene Crawford and second by Jeff Waldrep. Unanimously approved. We have cut our attrition rate in half and doubled our waiting list in the last three years. Jeff Pruett along with the board thanked Michael Satterfield for his leadership.
- **Board Training July 21, 2018 at Secondary Campus from 9am - 2pm**
- **Next Board Meeting August 21, 2018**

Adjourned at 8:31pm

Minutes Submitted By:

Witness:

**Charlene Crawford
Board Secretary**