

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

Date: March 20, 2018

Location: Elementary Campus Auditorium

Time: 7:00pm

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

Others: Jennifer Purdee and Claire Wilson

Proceedings: Call to at 7:00pm by Board President, Michael Satterfield, Mission statement read by Jennifer Wyatt. Michael asked for a motion to add an item to the agenda under Item G - closed session pursuant to G.S. 143-318.11, to prevent the disclosure of information that is privileged or confidential that is pursuant to the laws of this state or the United States. Motion came from Jeff Waldrep and second by Melissa Williams. Unanimous approval.

Agenda:

- Moment of silence
- No public comments
- Awards and Recognition: **Academics** - Piedmont 8th grader, Robert Gorch, won the Gaston Gazette Spelling Bee. He competed against 45 other schools to win the all -expense paid trip to Washington, D.C. to compete in the annual National Spelling Bee! March 14th was the secondary campus Career Fair. Students 6th through 12th grade learned about 25 different industries from local professionals. Thank you to all that shared with students Piedmont Congratulates juniors, Meagan Whitworth and Hannah McLaughlin, for being accepted into the Governor's School program. **Character** - The Junior Heart Board blood drive exceeded its goal, collecting 27 pints of blood. Jaylen Prioleau, Christian Walker, Demoniya Cole and Courtney Williams made the all-conference basketball team. Christian Walker and Demoniya Cole have been offered athletic Scholarships. In March history was made with the very first middle school baseball game in Piedmont history This year we added middle school volleyball and baseball! In March elementary students were honored for showing courage. **Community** - Piedmont Advanced Art students were invited to create a piece of artwork to be displayed outside in a park in downtown Gastonia. Matt Elkin and Sign Connection created a great sign for our new property.. It was installed March 7th. Only 19 students earned recognition in the Arbor Day Poster Contest. Seven Piedmont students were honored.
- Motion to approve February Meeting Minutes came from Alex Poole and second by Mark Stephens. Unanimously approved.

Reports:

1. **Treasurer/Finance Committee** - Mark Stephens- Budget report showing net surplus (deficit) after investments at \$342,519.02. This is slightly down from the money spent on the land. \$25,000 in earnest money will be coming back.. Surplus & Cash report shows Total cash in operating \$2,134,815.50, special funds \$14,088.63, investment (at FMV) \$2,782,758.17, and petty cash \$713.14, with a total of \$4,932,375.44. Anticipated Fund Balance: FY17 ending fund balance \$4,226,362.63, Fund balance appropriations-current fiscal year (\$148,113.60), Current Year budgeted surplus \$342,519.02, Expected FY18 ending fund balance \$4,420,768.05, amount held in PNC Investment account (\$2,782,758.17), Expected fund balance Available \$1,638,009.88. Two items that need board approval. One: Increase the School's Employer Match percentage . The School will contribute as a Matching Contribution an amount equal to 50% of the Participant's Matched Employee Contributions that are not in excess of 6% of the Participant's compensation. This is an increas from 50% of 5% of the Participant's compensation. Motion to approve from Mark Franklin and second by Jeff Waldrep. Unanimously approved. Mark Stephens explained that motion should include paying out employees that leave with less than \$1000 and if the

balance is between \$1000-\$5000 they have the option to take a pay out or leave it. Second motion came from Mark Franklin and second by Jeff Pruett. Unanimously approved.. Another motion to approve two corporate Resolutions to name Claire Wilson as trustee to 401k account because we need one for PNC where we are moving from and one for Les Wilson and Associates needs one for her to be able to sign the documents. Motion made by Mark Franklin and second by Charlene Crawford.. Unanimously approved.

2. **Head of School - Jennifer Purdee** - School has 1289 students enrolled. Lottery as of today is 1200 applications, up from 730 last year. Still accepting through March 29th. Three withdrawals. DPI consultants report for how we spend the Title money. Jennifer Wyatt explained the visit. She is in charge of the program. She explained the federal program monitoring and support division. She explained that they want documentation on everything and that we are transparent with our parents. The board was given the results which were very good. They interviewed 4 teachers and 4 parents. Next item is a contract between The Vision Institute of SC and Piedmont Charter for a student that needs to be evaluated by this group It is one time thing.\$750 fee to help evaluate the child for exceptional childrens program. Michael Satterfield explained that we needed to stamp the contract with the no indebtedness language. Motion to approve came from Mark Stephens and second by Charlene Crawford. Unanimously approved. Next item is a Contract with McKinney Law and an agreement to advance payment for citizenship fees for an employee for repayment. David Hostetler wrote agreement. Fees will be paid back by payroll deduction. The total anticipated costs is \$10,125. Question from Mark Franklin: "How long will it take to pay back?" Jennifer Purdee answered 3 years or less. Mark Franklin pointed out that there was a clause that if the employee is no longer employed with us that he would work out a payment. Mark Stephens asked if the employee was paying back the entire amount and Michael Satterfield answered "yes". A motion to approve the Contract with McKinney Immigration Law concerning the I-140 for the employee and 3 dependents was made by Alex Poole and second by Jeff Pruett. All members approved with one abstention, Melissa Williams. A motion to approve the repayment agreement for the employee was made by Mark Stephens and second by Jeff Pruett. All approved with one abstention, Melissa Williams. **Calendar:** March 21-21 - 8th grade field trip to Disney, March 27- 5th grade Core Knowledge Science Fair, March 28 - Deadline for lottery applications, March 30- Spring Break begins.
3. **Enrichment Committee Report - Mark Franklin** - Committee met 2 weeks ago and had a real good discussion about the new math standards. Parent and staff surveys have been sent out.
4. **Athletics Committee Report - Jeff Pruett** = No Report, Melissa Williams asked when the committee was meeting because she did not feel there had been a meeting all school year. Jeff Pruett explained that there was a halt on meeting because there was not any room for growth. Jennifer Purdee stated that they were getting quotes for facilities and needed to schedule a meeting.. Melissa stated that she felt that this committee is very important considering where we are headed and that they should meet regularly.
5. **Team CFA Committee Report - Mark Franklin** - He spoke with Gregg Sindere to update him on the great things going on at Piedmont.
6. **Facilities Committee Report - Michael Satterfield** - Moving along on the purchase of the property on Robinwood Rd. We will soon set a date to close on the property. Minor details to work out. Looking to finance a high school building. We need to hire attorneys. A motion to hire David Hostetler as borrowers counsel with an hourly contract with a max of \$25,000 came from Mark Stephens and second by Mark Franklin. Unanimously approved. A motion to hire Parker Poe as bond counsel came from Mark Franklin and second by Jeff Pruett. Unanimously approved. Back in the fall we passed a reimbursement resolution. Motion to approve Reimbursement Resolution to be paid back for the purchase of the land when the bonds are approved came from Mark Franklin and second by Jeff Waldrep. Unanimously approved. The committee will be going out to see 2 Architects and 3 General contractors. If you want to know the names, see Michael. If you have any recommendations let them know. Asking to approve Resolution of the Board of Directors to Planning committee (Matthew Hanks and Michael Satterfield) be authorized to distribute request for proposals for general contractors and designers. Motion that the board Resolve to distribute request for Proposals and to authorize the planning committee to act on the boards behalf for architects and general contractors came from Alex Poole and second by Jeff Pruett. Unanimously approved.

7. **Governance Committee Report** - Jeff Pruett- Need to approve revised by-laws. Motion to approve revise by-laws came from Mark Stephens and second by Jeff Waldrep. Motion to approve Background check policy came from Alex Poole and second by Matthew Hanks. Unanimously approved.

Motion to go to close session pursuant to G.S. 143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public office or employee or prospective public officer or employee. And pursuant to the law to prevent the disclosure of information that is privileged or confidential that is prusuant to the law of this state or the United States was made by Jeff Pruett and second by Alex Poole. Unanimously approved

Went into Closed Session from 7:50pm - 8:47pm

Motion to accept disciplinary action recommended by Head of School, Jennifer Purdee came from Jeff Pruett and second by Mark Stephens

Motion to approve the discussed contract for Jennifer Purdee for school year 2018-2019

Next Board Meeting is April 17, 2018

Adjourned at 8:49pm

Minutes Submitted By:



Charlene Crawford
Board Secretary

Witness:

