

**Piedmont Community Charter School**  
**A Challenge Foundation Academy**  
November 17, 2015 Meeting Minutes

*Date:* November 17, 2015  
*Board Present:* Mark Franklin, Gary Webster, Ellen Harris, Michael Satterfield, Cindy Burnett, Ronn Baker, Robyn McFerren, Jeff Waldrep, Jeff Pruett, Melissa Williams  
*Board Absent* Craig Killen, Cathy Broome  
*Others Present:* Jennifer Purdee  
*Others Absent:*  
*Proceedings:* Meeting called to order at 7:03 PM.  
*Next Meeting:* December 15, 2015 @ 7:00 PM Secondary Campus

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The Board of Directors meeting of Piedmont Community Charter School was held on November 17, 2015, in the auditorium at the Elementary Campus with the President and Secretary absent from this meeting. Cindy Burnett, Vice-President presided over the board meeting. Dr. Robyn McFerren recorded the minutes of this meeting.

**Agenda**

No changes to the agenda.

**Awards & Recognitions**

None reported at this meeting.

**Minutes**

Mr. Gary Webster made the motion to approve the October minutes and dispense with the reading. Mr. Ronn Baker made the second to the motion. Motion was adopted unanimously without further discussion.

**Public Comments**

No public comments at this meeting.

**Head of School Report**

Mrs. Jennifer Purdee presented the Head of School report.

Personnel Report: Items were presented by Mrs. Purdee that require Board approval.

Need for an RN on Staff at PCCS.

State mandated raises for all first, second, and third year teachers pro-rated to July and continuing forward.

Natalie Parker to transition from a Part-time to Full-time position as Communications Coordinator.

Motion by Mr. Jeff Pruett to approve the personnel report and requests as presented by Mrs. Purdee. A second to the motion was made by Mrs. Melissa Williams. The motion was adopted unanimously without further discussion.

PTO By-laws: PTO By-laws were presented for Board approval.

Mr. Ronn Baker made the motion to approve the PTO By-laws as presented. Mr. Michael Satterfield made a second to the motion. Motion was approved with the conditions stipulated by Mr. Jeff Waldrep. The PTO named "Patriot Pals" will be in the final by-laws and they will be instituted January 1, 2016 through June 30, 2016 then the subsequent terms will be July 1 – June 30.

### **Treasurer's Report**

Mr. Ronn Baker presented the Treasurer's Report.

Staff Salary Changes:

\$29,167 RN for remaining of year

\$90,000 Bonuses: FT \$81,000 and PT \$9,000

\$18,000 Beginning teacher salary increases

\$32,000 Stipends (staff club/coach sponsors)

Facilities:

\$1600 Safety glass installation at secondary campus

Motion by Mr. Michael Satterfield to approve the expenditures and treasurer's report as presented. A second to the motion was made by Mr. Mark Franklin. Motion was adopted unanimously without further discussion.

Need approval for parameters for Accrual accounts for investment over the next four years: \$190,000 in three separate accounts. Facilities, Future Facilities, and Transportations will be the three accrual accounts. Motion was made by Mr. Michael Satterfield to approve the parameters for the accrual accounts as presented. Dr. Robyn McFerren made a second to the motion. Motion was adopted unanimously without further discussion.

Investment Policy presented for review with plans to vote at the December board meeting.

Elliot Davis contract was presented and required Board approval. Mr. Ronn Baker made a motion to approve the Elliot Davis contract as presented. Mr. Michael Satterfield made a second to the motion. Motion was adopted unanimously without further discussion.

### **Team CFA**

Mr. John Bryan has retired and Team CFA is now operated by a Board of Directors as opposed to the Bryan family.

### **High School Subcommittee**

Mr. Jeff Waldrop reported that the goal is to increase the high school parent participation.

### **Governance**

Governance Committee is meeting every two weeks. Reviewing the Policy Manual one section per month.

Waiting for the school attorney to return the by-laws with visible edits/changes to be submitted to the board for review and approval.

**Facilities Committee**

Many projects and repairs on the horizon that will need to be budgeted.  
Developing a prioritized list as well as a maintenance/assessment protocol for future monitoring.

The meeting adjourned at 8:46pm.

Next meeting is scheduled for:

Date: December 15, 2015 Time: 8:07PM Location: Commons Area of Secondary Campus

Prepared by:

Cathy Broome

Signed & Approved by:

Board Member:

\_\_\_\_\_ Date: \_\_\_\_\_

Board Member: