

PCCS-CFA Board of Directors Work Session #4 Minutes

Date: Saturday Oct. 22, 2016

Location: Secondary Campus

The meeting was called to order at 8:07 a.m. with the president in the chair and the secretary in attendance.

Board members in attendance: Cindy Burnett, Charlene Crawford, Ellen Harris, Mark Franklin, Robyn McFerren, Jeff Pruett, Michael Satterfield, Paula Swift, Gary Webster, Melissa Williams

Absent: Jeff Waldrep, Mark Stephens

Also Present: Ernie Bridges, Jennifer Purdee, Claire Wilson, Natalie Parker, Leaders Building Leaders

1-Areas of Interest were reviewed: Academics, Teacher satisfaction, Finance, Planning, Growth, Parent and Student satisfaction, Teamwork (teachers rewarding teachers), Governance

2-Current committees include:

- a) Governance: Chair: C. Burnett with J. Purdee, R. McFerren and G. Webster. Tasks include HOS evaluation, Review and update of policies, Recruitment of board members. *A special consideration for this committee is that it must be made up of board members exclusively due to the sensitive nature of the tasks.
- b) Finance: Does not currently have a Chair. Consider Mark Stephens because of his previous experience and his qualifications. Members: J. Purdee, E. Harris, C. Wilson, J. Pruett, and to include G. Webster in the future. Responsible for the budget and investments.
- c) High School "Subcommittee": Chair: J. Waldrep with E. Bridges, C. Crawford, M. Williams, Mr. Putnam. Areas of concern and projects include: transportation/activity buses, parent involvement on the secondary campus, athletics, fund raising with PTO, parent and student satisfaction, increasing rigor
- d) Facilities: Chair: M. Satterfield with J. Purdee, G. Myers, H. White, E. Bridges. Tasks include identifying and prioritizing maintenance projects and obtaining financial estimates for needed work. This committee has been renamed PLANNING Committee.

The board, in a nutshell, is tasked with foresight, insight and oversight of committees and their goals.

Since High School Subcommittee has so many tasks on its agenda, a decision was made to reorganize the responsibilities. Two new committees were formed:

ENRICHMENT Committee will cover Academics with increased rigor, teacher satisfaction, parent/student satisfaction, and teamwork. Chair: M. Franklin with Denece Farris, P. Swift, R. McFerren and members of previous HS subcommittee. It was proposed that this committee focus on a different topic each month.

ATHLETICS Committee will be chaired by J. Pruett and include E. Bridges, Lynn Stubblefield, Denece Farriss, M. Williams, and various coaches/parents.

-Each committee will need to report agendas and minutes to Natalie Parker to be available on our website.

-Committee agendas must be submitted to J. Purdee by Monday of the week before the Tuesday board meeting.

-Minutes MUST be taken if a quorum of board members is present

-There will initially be a quarterly report by each committee to the full board during regular meetings by 1 or 2 members who serve on said committees. Committee reports will remain part of the monthly board meeting agenda so that each committee will have the opportunity to report, plan for votes needed on future topics. Each committee will be mindful of time constraints at monthly board meetings and plan accordingly to balance the agenda.

3-TARGET DATES for committee goals will be presented at the December 2016 board meeting as well as a metric to measure achievements and a time-line to accomplish goals.

4-A spreadsheet with committee goals will be posted for public access on Facebook, the school website and when appropriate, announced on Sunday phone messages.

The next board of directors meeting will be Tuesday November 15 in the auditorium of the elementary campus. December's meeting has been moved to the SECOND Tuesday of the the month, DECEMBER 13, also in the auditorium of the elementary campus.

Meeting adjourned 10:00a.m.

Minutes submitted by

Witness

Robyn McFerren