

Piedmont Community Charter School
A Challenge Foundation Academy
September 15, 2015 Meeting Minutes

Date: September 15, 2015
Board Present: Cathy Broome, Mark Franklin, Gary Webster, Ellen Harris, Michael Satterfield, Cindy Burnett, Ronn Baker, Robyn McFerren, Jeff Waldrep, Jeff Pruitt
Board Absent Craig Killen, Melissa Williams
Others Present: Holly White
Others Absent: Jennifer Purdee
Proceedings: Meeting called to order at 7:01 PM.
Next Meeting: October 20, 2015 @ 7:00 PM Main Campus Auditorium

The Board of Directors meeting of Piedmont Community Charter School was held on September 15, 2015, in the auditorium at the Elementary Campus with the Vice-President in the chair and Secretary being present. It should be noted that Cindy Burnett, Vice-President, presided over the board meeting due to the unexpected absence of Craig Killen.

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Agenda

No changes to the agenda.

Awards & Recognitions

None reported at this meeting.

Minutes

Mr. Michael Satterfield made the motion to approve the August minutes and dispense with the reading. Mr. Gary Webster made the second to the motion. Dr. Robyn McFerren noted that she was in attendance at the last board meeting but was left off the minutes. This will be corrected by the secretary. Motion was adopted unanimously without further discussion.

Public Comments

No public comments at this meeting.

Head of School Report

Mrs. Holly White presented the Head of School report in the absence of Mrs. Jennifer Purdee.

Enrollment Report: There is currently 1 student on the waiting list for 9th grade. No space available for additional classes at the secondary campus.

First 20 days report was a total of 1253 students and funding will be based on this number.

A list of summer withdrawals was presented that was broken down by elementary, middle school, high school, and reasons for leaving.

23 students are currently enrolled in the College and Career Promise program.

Personnel Report: Mrs. White presented the personnel changes for board approval. Michael Cowand as FT teacher assistant, Melanie Echerd as PT ESL teacher, SRO Officer, and Andrea Barrett as Homebound teacher for 3 hours per week until January 15, 2016.

Mr. Ronn Baker made the motion to approve the personnel contracts as presented by Holly White. Mr. Mark Franklin made a second to the motion. Motion was adopted unanimously without further discussion.

SRO Contract: The contract for the SRO officer needs to signed but will discuss in detail during the Treasurer's report.

Summary and Agreements for Tom Miller: Contract will be discussed and approved during Treasurer's report.

EOC Scores: Reviewed in detail by Mrs. White. Scores are greatly improved overall. Piedmont Charter scored a "B" overall.

PCCS exceeded state average in all areas of the ACT. 4 year graduation cohort was 95.1% which was 10 points higher than the county average.

Treasurer's Report

Mr. Ronn Baker presented the Treasurer's Report.

Beginning Cash Balance: \$3,834,875.00

Income Received : \$591,509.00

Expenses Paid: \$625,106.00

Deficit: \$33,597.00

The anticipated position as of 6/30/2016: \$3,599,618.00

Mr. Baker noted that the Finance Committee met on August 31st to discuss HVAC expenses. Variable rate mortgage is the cheapest way to proceed. The loan for PNC is \$546,967.00 or \$550K. The loan package for PNC requires board approval.

Mr. Mark Franklin made the motion to approve the loan package for \$550,000 as presented by PNC. Dr. Robyn McFerren made a second to the motion. Motion was adopted unanimously without further discussion.

Contract for Tom Miller: Approval needed for \$2600.00 for Board training session by Mr. Tom Miller. Mr. Jeff Pruitt made the motion to approve the contract for \$2600.00 for Tom Miller for Board training. Mr. Jeff Waldrep made a second to the motion. Motion was adopted unanimously without further discussion.

FTE's for new hires: Need approval for \$149,000 per Mr. Baker.

Dr. Robyn McFerren made the motion to approve \$149,000.00 for salaries for new hires as presented (EC \$50K, TA \$24K, SRO \$75K). Mr. Michael Satterfield made a second to the motion. Motion was adopted unanimously without further discussion.

Mr. Baker requested approval to move \$69K from fund balance to cover expenses for various items. \$50K for primary campus bathroom remodels and secondary campus gate installation, \$6K for fencing around HVAC, \$4K for foundation remediation, and \$9K for asbestos abatement.

Mr. Gary Webster made the motion to move \$69K from fund balance to cover the necessary facility

improvements. Mr. Jeff Pruitt made a second to the motion. Questions concerning expenses for items were addressed and answered by Mr. Baker. Motion was adopted unanimously after questions were answered.

SRO Contract: The contract for the SRO officer was presented to the Board for review. One typographical error was noted on the last page of the contract and will be corrected. The salary for the SRO officer will be \$75K (\$50K salary + \$25K equipment - \$20K reimbursement).

Mr. Mark Franklin made the motion to adopt the contract for the SRO officer as presented. Mr. Jeff Pruitt made a second to the motion. Motion was adopted unanimously following brief discussion.

Team CFA

Mark Franklin reported on new Team CFA schools opening in the area. A new school held a ribbon cutting in Durham, NC, new facility in Lake Lure, and Veritas in Charlotte. A total of 10 CFA schools in North Carolina with the possibility of an additional one in the future.

Governance

Mrs. Cindy Burnett gave the report for the Governance Committee.

By-law Revisions: Currently being reviewed by the school attorney. Discussions will be tabled pending this review.

Attorney Retainer: \$10,760.00 was spent last year for attorney fees. The school anticipates using the school attorney in the upcoming year for by-law revisions, policy revisions, and various other needs. Requesting approval of an Attorney Retainer to accommodate these expenses. A Platinum Plan with our attorney will cost \$10K annually and will provide the necessary services for our school. A copy of this plan was presented for review by the Board. The money is in our budget to cover this expense.

Dr. Robyn McFerren made the motion to approve the legal retainer plan and Platinum service contract. Mrs. Cathy Broome made a second to the motion. Motion was adopted unanimously without further discussion.

Conflict of Interest Policy was given to each board member for their review and to be signed and returned to the Head of School.

President's Report

Discussion of the Vision Committee will be tabled tonight due to the absence of Craig Killen.

The meeting adjourned at 7:58pm.

Next meeting is scheduled for:

Date: October 20, 2015 Time: 7:00PM Location: Elementary School Auditorium

Prepared by:

Cathy Broome

Signed & Approved by:

Board Member:

_____ Date: _____

Board Member: