

# November 2017 PSCS Board Meeting Minutes

November 20th, 2017

## **ROLL CALL**

- Board Members Present
  - Abigail Jennings, Erik Giles(p), Mark Barney, Kim Champion(p), Glen Hendry(p), Will Weaver(p), Sandy Knox (p),
- Board Members Absent
  - Barbara Ann Templeton, Peter Blumenfeld
- Administration
  - Becky Friend (p), Randolph Lewis, Erin McDonald (p)

## **CALL TO ORDER**

Abigail Jennings established a quorum and called the meeting to order at 6:06 pm.

## **PREVIOUS MINUTES**

There were no notable discussion or motions.

Mark Barney made a motion to approve previous meeting minutes.

Erik Giles seconded the motion.

Abigail Jennings called for any additional questions or comment; there were none.

Abigail Jennings called for a vote, the motion passed unanimously.

## **FINANCIAL REPORTS**

Glenn Hendry provided an overview of the financial reports for October 2017.

Mark Barney made a motion to approve the reports.

Kim Champion seconded the motion.

Abigail Jennings called for any additional questions or comment; there were none.

Abigail Jennings called for a vote, the motion passed unanimously.

## **Loan for Turn Lane and Other Expenses**

Abigail Jennings and Glenn Hendry continue to work on acquiring a credit line with First National Bank to fund the turn-lane and portable expenses.

## **School Credit Card**

A new credit card has been acquired.

## **Online Payment Review**

Pay-Pal has been selected as the preferred means for accepting online payments to the school. It offered the best terms with regard to transactions fees through their non-profit rate.

## **GOVERNANCE REPORT**

### **Quarterly Review**

Abigail Jennings presented an overview of the Boards accomplishments to date against it stated goals for the 2017-2018 school year.

- Obtained new financing to consolidate debt and reduce monthly costs
- Created 2017-18 Marketing Plan for annual communications within the Pioneer Springs Community School's internal and external communities
- Send a minimum of one school press release per month and a minimum of one social media post per week
- Obtain a new school Credit Card
- Review of enrollment policy
- Achieved a successful audit
- Improved budget tracking to proactively identify future monthly cash flow
- K-8 Facilities milestone plan created
- Lottery date set
- Enrollment procedures established
- Reviewed online payment process and received reduced rate

### **Outstanding items**

- New school website
- Complete school video
- Educational CO for portables
- Year-end student enrollment process
- Policy audit

## **FACILITIES TASK FORCE REPORT**

Abigail Jennings presented, from a written report provided by Peter Blumenfeld,

- Turn Lane - substantially complete. ATT has committed to have their work complete by 12/31/17. Have a call into NCDOT to discuss timeline for finishing their portion of work next year
- Portable installations began over the weekend.
  - a. Completion is expected by the end of the week

- b. Electrical and fire will be installed this week and plan
- c. Inspections on either Wed. or early part of next week if we can't get it finished in time.
- Architect is putting together proposal for middle school drawings. Will have that later this week to discuss.
- Started conversation with Architect about looking at feasibility of utilizing land between Asbury and Uhaul for high school expansion.

Randolph Lewis reported

- Fire Hydrant Relocation for turn-lane
  - Personnel changes at Charlotte Water has created a delay
  - Hoping to complete the relocation by end of the month
- Gas Meter Relocation for turn-lane
  - Piedmont Gas will relocate the meter at no charge to the school

## **DIRECTORS' REPORTS**

### **Community Report**

Erin McDonald reported,

- Sandwich Swap completed
- Reach for the Trees fundraiser has started
- Snowman Workshop planning begins this month
- Information session continue
- Participation in the School Fair yielded 98 lottery registrations
- 15 - 20 additional students will start at PSCS by December 1st

### **Academics Report**

Becky Friend reported,

- The school has completed its first trimester for the 2017-2018 school year
- Report cards have been sent home
- PSCS received two accommodations from the Division of Public Schools (DPI)
  - Top 20% of Schools for Growth
  - Excessive Growth for Two Consecutive Years
- All state grant applications have been completed
- DPI will be at the school several times in the next several weeks
  - Charter renewal visit
  - Consultant for the Teacher Support Program
  - A Virtual-Site review via the internet
- Review dates for the accreditation are pending
- Becky requested the following be clearly stated in these minutes,
  - PSCS does not hold any policy that prohibits or denies a student's participation in constitutionally protected right to pray.

- PSCS authorizes Rebecca Friend to file an application for funding under these assurances.
- These assurances and authority are reflected in the 11/20/17 minutes.

## **Facilities and Maintenance**

Randolph Lewis reported,

- Broadband for APG
  - Fiber connection to Croft completed
  - APG wireless hardware installation is proceeding
  - Still waiting on 486 confirmation from USAC
- There is a persistent roof leak in the new art space despite continued repair efforts
- Arboguard will be coming to do a tree risk analysis on campus
  - Randolph hopes to create an opportunity for students to participate
- The annual fire detection inspection for Asbury was successfully passed.
- The Campus Stewardship list has been created and he is working on finding volunteers to assist with completion of these projects. Anyone wishing to assist with facility projects should email [RandolphL@pioneersprings.org](mailto:RandolphL@pioneersprings.org). Volunteers created standing work stations for 4th Grade Students, creation and installation of fundraising board, and shelving repairs in 2nd Grade.
- Randolph has been providing support to the grant application process for facility related grants. A grant has been completed through the Nature Conservancy to help with campus tree expenses.

## **PUBLIC FORUM**

No Comments

## **CLOSED SESSION**

The board entered into Closed Session at 6:35, upon a motion being made by Mark Barney, seconded by Glenn Hendry and confirmed via roll call vote of all board members present pursuant to North Carolina General § 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

The board ended Closed Session and entered into Open Session at 6:45 upon a motion being made by Mark Barney, seconded by Sandy Knox and confirmed via roll call vote of all Board members present.

There were no motions following the Closed Session.

## ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Mark Barney made the motion.

Meeting adjourned at 6:46, without objection.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. Barney', written in a cursive style.

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Mark Barney, Secretary

