

April 2021 PSCS Board Meeting Minutes

April 19, 2021, 6:00 PM,
PSCS, 9300 Bob Beatty Rd, Charlotte, NC 28269
Zoom Meeting

ROLL CALL

Board Members Present

- Abigail Jennings, Barbara Anne Temple, Erik Giles, Peter Blumenfeld, James Freeman, Kim Champion, Ananth Nilakantan, Sandy Knox

Board Members Absent

- Jeanne Bryne

Administration Present

- Becky Friend, Erin McDonald, Randolph Lewis

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:03 pm.

PREVIOUS MINUTES

There were no notable discussions or motions. Sandy Knox made a motion to approve the previous meeting minutes. Peter Blumenfeld seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail called for a vote; the motion passed unanimously.

GOVERNANCE COMMITTEE

Erik Giles and Abigail Jennings reviewed the logistics of the Annual Meeting in May, closing out the S.M.A.R.T. goals for this year and announcing the slate of officers for the upcoming year. Board nominations are open through May 3rd.

The Annual Retreat has been scheduled for June 21st at 1:00 – 5:30 PM, focusing on our charter mission and brainstorming new ideas for our Strategic Plan next year. The Governance Committee is seeking a facilitator to lead this year's retreat.

FACILITIES TASK FORCE

Peter Blumenfeld updated the Board on the status for the High School plans including permit status and material price increase.

FINANCE COMMITTEE

Abigail Jennings shared the draft of the 21-22 budget which will be seeking final approval during the May board meeting.

Ananth Nilakantan presented the March 2021 Financial Statement and Balance Sheet. Erik Giles made a motion to approve the March 2021 Financial Summary and Balance Sheet.

Barbara Ann Temple seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail called for a vote; the motion passed unanimously.

Becky Friend shared we recently received forgiveness on the PPM loan.

MARKETING TASK FORCE UPDATE

Barbara Anne Temple provided an update, including

- Actively looking for a new member to join the Marketing Task Force
- Translation services have been added to the school website
- Focus on recruiting 6th grade and above as well as for the summer program
- Continuing to focus on Facebook for ads and followers
- Sponsors are going to receive an upcoming newsletter
- Numbers have been adjusted for fundraising due to the pandemic

DIRECTOR REPORTS

Advancement

Erin McDonald reported:

- Enrollment Update
 - 97% elementary school (not including 20 Kindergarten students)
 - 106% middle school
 - 90% high school
- Potential families are receiving top notch customer service with zoom calls, meetings, etc.
- On campus activities were delayed due to the pandemic. Beginning to increase on campus opportunities.
- Update on staff experience as we surpassed the \$3,000 goal
- Fundraising raffle is under way with a strong start
- Online plant ordering
- Virtual Event will be held on May 22nd (details to be shared on Earth Day)
- WINGS came back to campus last week to meet and to continuing planning
- 8 weeks of camp will be running this summer

Peter Blumenfeld suggested providing a more public facility update to share through an on campus sign announcing the new high school construction.

Facilities

Randolph Lewis reported:

- Plan A Grades 6-9 four days/week for in person instruction began today with success
- More materials were purchased to support in person and remote learning
- Outdoor play options have also been expanded to include more shared equipment as appropriate
- Staggered dismissal has been implemented to ensure safety during dismissal
- Paperwork for e-rate has been completed and filed.
- Lindamood-Bell will be completing a site visit to determine if our facilities will be used for their summer program
- 5 year maintenance/repair plan is being developed

Operations

Becky Friend reported:

- 6 weeks of school remain
- Benchmarking will occur in 2 weeks
- State testing will begin May 17th
- Beginning to plan for closing out of the school year

Becky Friend addressed James Freeman's question regarding the tracking of vaccinations. Many staff members have been vaccinated.

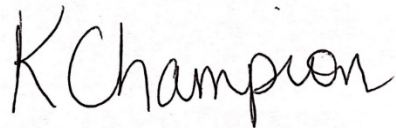
PUBLIC COMMENTS

No public comments were made.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Barbara Ann Temple made the motion. Meeting adjourned at 7:00 pm, without objection.

Respectfully submitted,

A handwritten signature in black ink that reads "K Champion". The signature is written in a cursive, slightly slanted style.

Kim Champion, Secretary