

2023 PSCS Board Meeting Minutes

May 15, 2023, 6:00 PM

PSCS, 9300 Bob Beatty Rd, Charlotte, NC 28269

ROLL CALL

Board Members Present

- ❑ Abigail Jennings, Peter Blumenfeld, Sandy Knox, Erik Giles, Erick Peters, De'Onn Griffin, Cyndi Friday

Board Members Absent

- ❑ James Freeman, Barbara Ann Temple

Administration Present

- ❑ Becky Friend, Randolph Lewis, Erin McDonald, Glenda Cheek

Guests Present

- ❑ Heidi Magi, Kelley Hood, Liz Seeburger, Susan Montague

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:04 pm.

PREVIOUS MINUTES

There were no notable discussions or motions. Cyndi Friday motioned to approve previous minutes, and Erik Giles seconded the motion to approve minutes from April. Abigail Jennings called for any additional questions or comments; there were none. Abigail Jennings called for a motion to approve; the motion passed unanimously.

FINANCE COMMITTEE

Erik Giles presented the Financial Statement and Balance Sheet for April.

Erik Giles motioned to approve the April finance statement and balance sheets. Cyndi Friday seconded the motion.

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

Erik Giles presented the budget for 2023/2024.

Erik Giles motioned to approve the 2023/2024 Budget, and Cyndi Friday seconded the motion.

Abigail Jennings called for any additional questions or comments; there were none. Abigail Jennings called for a vote; the motion passed unanimously.

GOVERNANCE COMMITTEE

Director Contract:

Abigail Jennings ask for a motion to approve Becky Friends 2023/2024 contract.

De'Onn Griffin motioned to approve Becky Friend's 2023/2024 contract, Cyndi Friday seconded the motion.

Abigail Jennings called for any additional questions or comments; there were none. Abigail Jennings called for a vote; the motion passed unanimously.

Mission Metrics

Heidi Magi presented the PSCS Mission Metrics document. This is a new rubric which was envisioned at the 2022 board retreat as a concise and data-driven approach to ensure the school is meeting our charter mission. Heidi Magi and Margaret Bonds have been working on this together in conjunction with the Governance Committee over the past year. The result is a comprehensive rubric which measures the effectiveness in every grade-level for each component of the PSCS Mission.

Abigail Jennings ask for a motion to approve the Mission Rubric.

De'Onn Griffin made a motion to approve Mission Rubric; Cyndi Friday seconded the motion to approve.

Abigail Jennings called for any additional questions or comments; there were none. Abigail Jennings called for a vote; the motion passed unanimously.

Retreat Planning

Abigail Jennings reminded the board of the annual Board Retreat, scheduled for June 19, 2023, from 1-5:30 pm.

Policy Update

Abigail Jennings shared the Governance Committee is researching and drafting a sexual harassment policy for review at the June board meeting.

Annual Meeting Elections

Abigail Jennings that it is that time of year for the election of annual officers. Abigail presented the following slate for the upcoming year.

Chairperson: Abigail Jennings

Vice Chairperson: Barbara Ann Temple

Secretary: Erik Giles

Treasurer: Erick Peters

Abigail Jennings ask for a motion to approve the 2023/2024 slate.

Erik Giles made a motion to approve the 2023/2024 Board member slate. Cyndi Friday seconded the motion.

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

Jennings called for a vote; the motion passed unanimously.

Abigail Jennings presented the 2023/2024 Committee Chairs.

Finance: Erick Peters

Governance: De'Onn Griffin

Academic Excellence: Sandy Knox

DIRECTOR REPORTS

Facilities

Randolph Lewis reported:

- Facilities are going smoothly, ending the fiscal school year.
- Working on 2023/2024 school year projects.
- Looking at additional parking for HS students, a greenhouse, and more outdoor eating spaces.
- Getting final inspections for the HS final CO.

Advancement

Erin McDonald reported:

- Fundraising goal this year was \$100,000; we are at \$108,000.
- Staff experience to roll out next week.
- Art Spring was a success, raising over 9,400
- Prom was successful.
- The blood drive had ten people donate, with 2 HS students.
- Staff Auction coming up.
- 113 new enrollments for next year.
- Planning for 5th and 8th-grade graduation.
- The high school will be off campus for its field day this year.
- Mr. Nick and the high school students have been working on the yearbook.

Operations

Becky Friend introduced Liz Seeburger to give Health and safety updates.

The team has been working on the following:

- Full-Time nurse on campus (included in \$156k nursing grants total) ●
- Part-time counselor for additional support
- Red Cross AED and CPR training for staff
- AEDs ordered for campus
- Safety door stoppers for every classroom
- Triage kits for classrooms
- Intercoms for all classrooms to communicate with the front office ●

Staff Appreciation Events and Items (food truck, water bottles, gifts)

- Window coverings (alternate safety measures)
- Panic Button (access to panic button through app on teacher phone, currently in-progress)
- Formal safety assessment to be eligible for safe schools grants (15k) •

Vision screening

- Feminine hygiene products for bathrooms
 - Covid tests
 - Dental screening and education
 - External intercoms across campus to communicate outdoors from the front office •
- Affiliated with School Risk Management Plan (SRMP) for electronic safety measures •

Partnered with local businesses for reunification location

- Partnered with local schools for mental health/counseling emergency support •

Partnered with CATs buses

- Sponsors for safety vests and other supplies for reunification
- Sponsors for banners for reunification
- Contacted Coca-Cola plant for banners/supplies
- Created and executed staff training for the reunification plan (aligned with safety protocol)

PUBLIC COMMENTS

None

ADJOURNMENT

Abigail Jennings called for any further comment or discussion.

Abigail Jennings requested a motion to adjourn. Erik Giles seconded the motion to adjourn. The meeting adjourned at 6:49 pm without objection.

Respectfully submitted,

Abigail Jennings

Abigail Jennings, Chairperson