

August 2017 PSCS Board Meeting

Minutes

Asbury Park Grove
August 21, 2017

ROLL CALL

- Board Members Present
 - Abigail Jennings, Erik Giles, Mark Barney, Kim Champion, Will Weaver, Glenn Hendry, Peter Blumenfeld (by phone).
- Board Member Absent
 - Sandy Knox, Barbara Ann Temple
- Administration
 - Becky Friend, Randolph Lewis, Erin McDonald

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:00 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

Financial reports and budget are not available for review due to delays resulting from the transition to the school's new financial services company. The 2016-2017 End of Year Financial Report, the July 2017 Financial Reports, the August 2017 Financial Reports, and the 2017-2018 Budget Reports will be presented during the September Board meeting.

GOVERNANCE REPORT

Director Evaluation

Mark Barney reported on the 2016-2017 Director Evaluation.

Strategic Plan

Academic Excellence Committee

Kim Champion reported on the seven SMART goals of the Academic Excellence Committee.

Governance

Erik Giles reported on the four SMART goals of the Governance Committee.

Finance

Glenn Hendry reported on the ten SMART goals of the Finance Committee.

Facilities

Abigail Jennings reported on the six SMART goals of the Facilities Taskforce.

Marketing

Abigail Jennings reported on the seven SMART goals of the Marketing Taskforce.

Athletic Taskforce

Mark Barney reported on the SMART goal of the Athletic Taskforce.

Erik Giles made a motion to approve 2017-2018 Board of Trustees Strategic Goals.

Will Weaver seconded the motion.

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

Abigail Jennings called for a vote which passed unanimously.

Strategic Calendar

Abigail Jennings led a discussion and finalization of the 2017-2018 Strategic Calendar. Several items were added to the calendar based on the strategic plan.

Will Weaver made a motion to approve 2017-2018 Board of Trustees Strategic Calendar.

Kim Champion seconded the motion.

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

Abigail Jennings called for a vote which passed unanimously.

Board Assessment

Erik Giles reported on his review of the Board Self-Evaluation completed by each member. The board identified four areas for improvement.

1. The Board created a succession plan for itself, but also needs one for the administrative team. In addition, the Board's succession plan should be reviewed annually. This is one of the Governance Committees' SMART goals for 2017-2018.
2. The evaluation question: "Most of our Board Meetings have 100% attendance," was discussed and determined it should be modified in future assessments, as the board has 100% participation of board members in committees and task forces and every board member brings value to the school through their skill set. The Board decided that the question should be changed in future evaluations to consider board member participation in all-around board activities.
3. The Board found that the statement, "Our board conducts an annual performance appraisal of the full board and of individual trustees." to be false, in terms of a formal review against a rubric of well defined measures. This issue has been deferred.
4. For the statement, "Our board has formal tools and measures in place to measure overall organizational performance (finance, operations, staff retention, etc.)." some members were unaware of the measures that were in place, and a review during the meeting resolved this issue.

FACILITIES AND MAINTENANCE COMMITTEE REPORT

- Portables on schedule for October
- Peter continues to meet with architects on the K-8 master plan
- Tree trimming / removal has started in preparation for the turn lane

DIRECTORS' REPORTS

Facilities and Maintenance

Randolph reported

- Davis fire panel repairs completed
- Floors replaced in Croft restrooms
- AT&T has completed their work on the fiber optic connection between Croft and APG
- IT Taskforce is working with Networking contractors to wire APG
- Significant amount of landscape and building maintenance completed across the campus

- Classroom furniture, fixtures and other materials arranged prior to the start of the school year

Community Report

- Anne Yampolsky will be taking a role in supporting school marketing
- Recent contact with potential new families has revealed some awareness and positive impressions of the school's summer camps and programs.

Academics Report

- First day of school went very smoothly
- Eclipse events went very well

PUBLIC FORUM

There were no comments.

CLOSED SESSION

Erik Giles moved to enter closed session to discuss privileged information.

Will Weaver seconded. Without objection, the Board entered closed session at 8:06 pm.

POST CLOSED SESSION

The Board left the closed session at 8:11 pm. Mark Barney moved to approve the employment and service contracts proposed by Becky Friend. Erik Giles seconded the motion.

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

Abigail Jennings called for a vote which passed unanimously.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Will Weaver made the motion, meeting adjourned at 8:16, without objection.

Respectfully submitted,



Mark Barney, Secretary