

December 2018 PSCS Board Meeting Minutes

December 10, 2018, 6:00 PM, Asbury Building

ROLL CALL

- Board Members Present
 - Abigail Jennings, Erik Giles (p), Kim Champion (p), Will Weaver (p), Barbara Ann Temple (p), Sandy Knox (p)
- Board Members Absent
 - Peter Blumenfeld, Ananth Nilakantan, Glenn Hendry
- Administration
 - Becky Friend (p), Randolph Lewis, Erin McDonald (p-6:18 pm)

CALL TO ORDER

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

PREVIOUS MINUTES

There were no notable discussion or motions.

Erik Giles made a motion to approve previous meeting minutes.

Sandy Knox seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

GOVERNANCE REPORT

Erik Giles, Governance Committee Chair reported:

Emergency Preparation and Response Policies

- Fire Drill Policy, Lockdown Policy, Intruder Policy, Tornado and Severe Weather Policy, Evacuation Policy and 911 Policy- The Fire Drill Policy, Lockdown Policy, Intruder Policy, Tornado and Severe Weather Policy, Evacuation Policy and 911 Policy were shared and discussed.

Sandy Knox made a motion to approve the revisions to the Emergency Preparation and Response Policies. Will Weaver 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.

Becky Friend reported:

The following policies were requested from the December Federal Fiscal Audit based on federal monies.

Federal Fiscal Policies:

- Allowable Cost Policy and Procedures, Purchasing Policy for the Expenditure of Federal Funds, Cash Management of Federal Funds Policy and Procedure - Allowable Cost Policy and Procedures, Purchasing Policy for the Expenditure of Federal Funds, Cash Management of Federal Funds Policy and Procedure were shared and discussed.

Erik Giles made a motion to approve the Federal Fiscal Policies. Barbara Ann Temple 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.

FINANCE COMMITTEE

Abigail Jennings, reported:

2017-2018 Audit and 990 Tax Return: Audit and Tax Return were completed and submitted on time.

2018-2019 Revised Budget: Revisions have been made around facilities. Working on planning on loan to fall within this and next fiscal year.

Middle School Loan: Abigail reported she is currently working on details needed for financial institutions regarding the middle school financing.

October 2018 Financial Report: October 2018 Financial Report was presented.

Barbara Ann Temple made a motion to approve the October 2018 Financial Report. Will Weaver 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.

ACADEMIC EXCELLENCE COMMITTEE REPORT

Kim Champion, Academic Excellence Committee Chair reported:

Digital and Learning Technology Guidelines: A draft has been completed by Becky Friend. The Academic Excellence Committee will meet to review draft and present at the January Board Meeting.

FACILITIES TASK FORCE REPORT

Abigail Jennings reported:

Middle School Construction: Remain in permitting phase. Permitting and financing need to be completed before we can begin.

MARKETING TASK FORCE REPORT

Abigail Jennings reported:

Lottery Goal Marketing: Lottery marketing cards will be distributed to Board Members.

Video: Working on completing another video with an academic focus.

DIRECTORS' REPORTS

Facilities Report

Randolph Lewis reported:

- Fire Alarm- completed in the Barn to reduce lightning
- Phones- PSCS is trying out voice over IT system at the front desk which will eventually save some cost
- Certified WildLife Project- Close to completion and will be ready for use in the Spring
- Fiber Build- Installation to connect fiber campus-wide will begin during winter break. This project will provide free internet at a much higher speed to all our facilities, and will be in service at the latest June 30, 2019.
- Maintenance and facility repairs- regraded Barn driveway due to rain.

Advancement & Community Report

Erin McDonald reported:

- Reach For the Trees- Over \$63,000 including matching gifts from employers! Corporate Sponsors for this event \$2750
- Lottery Report- One info session and already at 133 registrations (including 16 bundled families). New marketing/lottery cards to give to staff, board and families to pass out with info session days and times. MS direct marketing focus.
- Annual Snowman Shoppe-Rescheduled Tuesday sessions. Goal to raise over \$1200. Will run 4 sessions before and after school on Wednesday and Thursday before break with a possible Friday add on in the am.
- Grant Updates- Whole Kids Foundation (1 for gardens; 1 for bees); both request \$1500 each- submitted by Chris; NC Beautiful grant submitted by Randolph for \$1000; on board Samsung Greening Grant and NC Dept. of Culture and Nature coming in January/ Feb--each \$75,000.

Operations Report

Becky Friend reported:

- M Class (K-2) and NC Check-Ins (3-7) begin January 3rd, 2019 (winter administration)
- November Accreditation visit outcomes
 - Strengths: commitment to mission, collaborative culture, student management
 - Opportunities: digital teaching & learning, consistent academic rigor
 - Final report and recommendation anticipated circa December 14th
- Charter Renewal Recommendation: Dec. 13th 9:05am

- Federal Fiscal Audit (Title I, Title II, 060 EC, 118)
 - Report anticipated next week; 30 days to address deficiencies
 - Adoption of policies for federal fiscal suite/ debarment practice for vendors
- Winter Sports and Pioneer Plus
 - Strikers Soccer, archery, karate
 - 5 Pioneer Plus offerings to begin in January

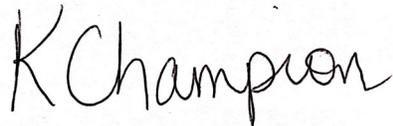
PUBLIC FORUM

No public comments.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Sandy Knox made the motion. Kim Champion seconded the motion. Meeting adjourned at 7:00pm, 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

