

January PSCS Board Meeting Minutes

January 13, 2020, 6:00 PM, Asbury Building
PSCS, 9300 Bob Beatty Rd, Charlotte, NC 28269

ROLL CALL

Board Members Present

- Abigail Jennings, Erik Giles (phone), Peter Blumenfeld, Will Weaver, Jeanne Bryne, Barbara Ann Temple

Board Members Absent

- Kim Champion, Sandy Knox, Ananth Nilakantan

Administration Present

- Becky Friend, Randolph Lewis, Erin McDonald

Visitors

- None

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:10 pm.

PREVIOUS MINUTES

There were no notable discussion or motions.

Peter Blumenfeld made a motion to approve the previous meeting minutes.

Will Weaver seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

FINANCE COMMITTEE

Abigail Jennings presented the December 2019 Financial Summary and Balance Sheet. Jeanne Byrne made a motion to approve the December 2019 Financial Summary and Balance Sheet, Erik Giles seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

Abigail then provided an update on the progress with the bond. A discussion pursued regarding the documents needed for the bond. In particular, was the question about the final permit being needed for the full high school design before closing the bond. The middle school permit is finalized. The timing of the bond closing affects many issues and is something the Facilities Task Force will be working through.

Abigail then presented two options for the bridge loan financing needed to pay for the withdrawal liability for exiting the state retirement program. One from Charter Asset Management and one from Charter School Capital. Since the timing of the date of the bond

closing affects the cost of the bridge loan, Peter Blumenfeld made the motion to give Abigail Jennings the authority to choose the best loan product with the lowest terms. Will Weaver seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail called for a vote, the motion passed unanimously.

Also needed for the bond are updated environmental reports on all of the campus parcels. Abigail had been advised to contact the previous firm to receive an updated report. Peter Blumenfeld suggested an additional vendor as well.

Abigail Jennings requested approval for the engagement of the bond attorney Mary Nash Rusher with McGuireWoods LP. The engagement letter and pertaining documents had been sent to the board previously. Erik Giles made a motion to approve. 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.

Abigail Jennings asked the board for thoughts on the name for the new LLC which would be a holding company for the school's real estate. After a discussion on various ideas, Barbara Ann Temple made a motion to name the new LLC: Tetrapod Holdings, LLC. Tetrapods are animals constituting the superclass Tetrapoda which include both humans and salamanders. This motion was seconded by Will Weaver. Abigail called for any additional questions or comments; there were none. Abigail called for a vote, the motion passed unanimously.

FACILITIES TASKFORCE

Peter Blumenfeld reported the meeting with the architects on the high school project went well, however, the idea to combine both the high school and middle school facilities would be an issue due to escalated expenses and also timing for Mecklenburg County to approve. Since the middle school project has been permitted it was recommended to continue with those plans and create a new permit for the additional facilities. In addition, the bond financing includes acquiring additional parcels for a contiguous campus, which could also help in providing additional property for car line stacking. In order to proceed with this, a contract is needed. After discussing options and ideas, the board concluded terms for negotiations. Barbara Anne Temple made a motion for Abigail Jennings to proceed with securing a contract on the property for a starting bid and not to exceed amount. This motion was seconded by Erik Giles. Abigail called for any additional questions or comments; there were none. Abigail called for a vote, and the motion passed with a majority vote.

MARKETING TASK FORCE

Barbara Ann Temple reported Erin recruited Kate Thomas to join the Marketing Task Force as an Advisory Board member. Kate is the Admissions Communication Specialist and Social Media Coordinator at Wilkes University in PA. The Marketing Task Force continues to make progress in increasing internal and external communications that showcase the amazing and unique culture of PSCS, such as:

- PSCS engagement with Climate Change Day in September was highlighted in an October article in Herald Citizen.
- Heidi was interviewed for an article in Charlotte Parent centered on families hiking together.

- Six teachers will represent amazing instructional work at PSCS in their selected presentations at the Fresh Start Conference at Community School of Davidson on February 7th.
- Anne has posted at least one time per week on FB and Instagram and will ramp up for the next 30 days to align with the marketing campaign for the lottery. Margaret Anne completed her #hashtag training with Anne for greater social media presence.
- Anne is representing PSCS at the Homeschool Day at the Carolina Raptor Center on Thursday, January 16th.
- Heidi and Margaret Anne began a social media campaign through Instagram this year leveraging PSCS students' stories.

Erin provided an update of student lottery registrations. The K-5 lottery has met all goals, the middle school and high school entries are growing, but not at goal at this time. A marketing push is happening for the month prior to the lottery for these grades.

ACADEMIC EXCELLENCE TASK FORCE

Jeanne Bryne reported the Academic Excellence Task Force is continuing to research adding a pre-school to the school. The preliminary budget looks good, and now additional details are being added. A survey to all current families is being sent out to gauge the interest in this program. In addition, a survey to all current families was sent out in regard to the Upper School programming at Pioneer Springs. Survey results were very favorable for students wishing to continue their upper school education at Pioneer Springs. Junior Achievement was approved by the task force to begin in grades 4th and 8th this year.

DIRECTOR REPORTS

Advancement - Erin McDonald reported:

- Snowman Shoppe and fall class photos exceeded revenue expectations.
- Marketing firm has been engaged to assist with promoting middle and high school.
- Erin and Becky acquired furniture from the recently closed Legacy Prep. In addition, they met with families interested in Pioneer Springs as well.
- Erin requested a policy exemption for the 2019-20 school year to allow additional enrollments. Barbara Ann Temple made a motion to approve, and Will Weaver seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail called for a vote, the motion passed unanimously.

Operations - Becky Friend reported:

- Say Something anonymous reporting app will be available to students beginning 1/14. They will be trained by a state trainer on that day.
- January is benchmarking month for math and ELA in all grades; data will be presented in Feb.
- Received an additional \$3760 from state as well as 20 Chromebooks as part of RTA initiative; received \$31K in EC headcount transfer reconciliation.
- Upper school survey results indicate we'll proceed with four pathways for high school and zero period options; hope to have the latter in place in Feb.
- The survey for lower school intentions goes out next week and the preschool survey goes out end of this week.
- PAC (parent advisory council) will again convene beginning in February.

PUBLIC COMMENTS

None

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Will Weaver made the motion. Barbara Ann Temple seconded. Meeting adjourned at 7:32 pm, without objection.

Respectfully submitted,

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

Abigail Jennings, Chairperson

