

June 2018 PSCS Board Meeting Minutes

June 13, 2018, 6:00 PM, Asbury Building

ROLL CALL

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

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.

Peter Blumenfeld made a motion to approve previous meeting minutes.

Sandy Knox 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 REPORT

Treasurer, Glenn Hendry reported:

May Financial Statements:

- Year to Date through May numbers were presented. Waiting for remaining LEA funds and additional donations.

Erik Giles made a motion to approve the May Financial Statement. Peter Blumenfeld 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.

- The Cash Position Schedule presented shows an anticipated shortfall by year-end, which needs to be corrected by the fiscal end of year. As the school made significant contributions to leasehold improvements and principle repayments during the past year, a new loan is recommended to improve cash flow which would offset these

expenditures. Sandy Knox made a motion to approve a loan from Pioneer Partners for facility upfits and principle payments. Peter Blumenfeld 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. Erik Giles and Abigail Jennings were recused from the vote in compliance with the Conflict of Interest Policy.

Finance Committee Strategic Goal Report:

The following goals were achieved over the past year:

- Obtained new financing to consolidate debt and reduce monthly costs
- Obtained a new school Credit Card
- Achieved a successful audit by ensuring Financial Compliance
- Established an efficient process with the least expense to the school for collecting and tracking online payments
- Improved budget tracking to proactively identify future monthly cash flow
- Transitioned financial service management to school employees

ACADEMIC EXCELLENCE REPORT

Kim Champion, Academic Excellence Committee Chair reported:

Academic Excellence Strategic Goal Report:

The following goals were achieved over the past year:

- PSCS successfully completed phase 1 of accreditation in April and will host a review team November 14th and 15th to complete the process.
- Pioneer Springs Community School demonstrated improved classroom management strategies with more consistent recognition and documentation of incidents as demonstrated by an increase in documented Tier 3 events from 22 baseline (2016-17) to 34.
- Pioneer Springs Community School Student Support Services showed continued improvement as evidenced by the state's annual EC audit (100% compliance on Indicator 11), CEDARS data, and LEA self-assessment (submitted April 2017).
- There were no additional compensatory services owed for deficits in the 2017-18 school year. 1 compensatory contract for 6 x 1-hour sessions was generated for a gap in services originated in May 2017 (last spring).
- Pioneer Springs Community School's Student Support Services were 100% compliant for referrals on the Indicator 11 report (per last quarterly monitoring).

We have not received verified data regarding our EOG scores, which would determine the academic growth goal of 5-8% percentage points on the composite score for the 2017-18 school year.

GOVERNANCE REPORT

Erik Giles, Governance Committee Chair reported:

Governance Committee Strategic Goal Report:

The following goals were achieved over the past year:

- Researched other NC charter schools' policies which have modified their enrollment practices to increase socio-economic diversity. Focusing on marketing efforts to increase diversity.
- Completed succession plans for Administrative Directors and Board of Trustees Officers
- Completed policy reviews and policy creations as needed by the June 2018 board meeting.

2018-2019 Organizational Chart:

- Support personnel have been added to alleviate duties from certain administrative roles

Peter Blumenfeld made a motion to approve 2018-2019 Organizational Chart. Sandy Knox 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.

FACILITIES TASK FORCE REPORT

Peter Blumenfeld reported:

Facilities Task Force Strategic Goal Report:

The following goals were achieved over the past year:

- Achieved permitting, construction requirements, and educational certificate of occupancy for two portable classrooms in operation on the Asbury campus.
- Created detailed K-8 Master Plan Project Milestone plan.
- Created Campus Stewardship Wishlist
- Completed most of the selected Campus Stewardship Wishlist goals through engaging PSCS community
- Negotiations in progress for high school site July and/or August 2018 date

MARKETING TASK FORCE REPORT

Abigail Jennings reported:

Marketing Task Force Strategic Goal Report:

The following goals were achieved over the past year:

- Created 2017-18 Marketing Plan for annual communications within the Pioneer Springs Community School's internal and external communities
- Increased 2018 lottery waitlist by almost 50%.
- Create a Marketing Policy to establish annual marketing and communication objectives for the school by June 30, 2018 to include the following: Community Seminars, Community Service Projects, participation in Community Events, Spirit Gear, Website, Social Media, and internal and external communications of the school.
- Increased social media posts and press releases
- Applied to four private grants

The following goals are still in progress:

- New school website
- New school video
- Improved school signage

ATHLETIC TASK FORCE REPORT

Becky Friend reported:

The following goals were achieved over the past year:

Athletic Task Force Strategic Goal Report:

- Six programs will be offered in the fall following a club/intramural model due to number of school population. Will involve grades 5-7 and attach an athletic fee.
 - Fall: cross country, karate
 - Winter: curling, fencing, (rec league bball-YMCA)
 - Spring: tennis, archery, (rec league soccer)

DIRECTORS' REPORTS

Facilities Report

Randolph Lewis reported:

- Leasing Space
 - Hosting Lindamood Bell summer school, serving as their Lake Norman location.
- Classroom changes
 - Process has begun to move teachers based on camp schedule.

Advancement & Community Report

Erin McDonald reported:

- End of Year events update
 - 5th grade graduation was a successful tradition
 - Field Day proved to be the biggest volunteer event to date
- Summer Camps
 - Box Camp began this week with slightly lower enrollment than anticipate.
 - Will most likely not fill out all 15 camps. Will ask teachers to commit sooner than later to ensure attendance. Erin will revise Facebook Ad.
 - Would like to roll out summer reading program that would incorporate some STEAM projects. Asks for companies to sponsor a child to encourage student goal/milestone at which point a student will earn a raffle ticket to win a selected experience. Sponsorships will be June 30th.

Operations Report

Becky Friend reported:

- Cindy Friday, Student Support Services Coordinator, accepted in NC DPI EC training program in 18-19.
- Administrative year along professional development will begin on June 20th.
- Begin LINQ training June 20th and 27th at Lincoln Charter School. Therefore, finance will be brought inhouse July 1, 2018.
- PSCS awarded \$14,050 Digital Learning Grant for planning year. We will apply for implementation year grant in 18-19 for \$75,000.
- Hosting UNCC social work intern in fall fostering a community relationship.

PUBLIC FORUM

No comments

CLOSED SESSION

The board entered into Closed Session at 6:40 pm, upon a motion being made by Peter Blumenfeld Jennings, seconded by Sandra Knox and confirmed via roll call vote of all board members present pursuant to North Carolina General § 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

The board ended Closed Session and entered into Open Session at 6:46 pm upon a motion being made by Peter Blumenfeld, seconded by Sandra Knox and confirmed via roll call vote of all Board members present.

Peter Blumenfeld made a motion to approve all Personnel Contracts. Sandra Knox seconded the motion. The motion passed unanimously.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Peter Blumenfeld made the motion. Sandra Knox seconded the motion.

Meeting adjourned at 6:48 pm, without objection.

Respectfully submitted,



Kim Champion, Secretary