

March 2018 PSCS Board Meeting Minutes

March 19, 2018, Asbury Building

ROLL CALL

- ❑ Board Members Present
 - Abigail Jennings, Erik Giles, Kim Champion, Glenn Hendry, Will Weaver, Peter Blumenfeld (p)
- Board Members Absent
 - Sandy Knox, Barbara Ann Temple
- ❑ Administration
 - Becky Friend, Erin McDonald , Randolph Lewis
- ❑ Others
 - Anne Yampolsky, Glenda Cheek

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:05 pm.

PREVIOUS MINUTES

Erik Giles noted two changes for the February minutes which were made immediately: Erik Giles not Erik Jennings; and Erin McDonald completed the scrub of the lottery data not Erik Giles.

Glenn Hendry made a motion to approve previous meeting minutes with the above corrections.

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.

FINANCE REPORT

Treasurer Glenn Hendry reported the Finance Committee noted accounting discrepancies on the reports provided from our bookkeeping company, and is working to get the reports corrected for the next meeting. The Finance Committee is meeting regularly to finalize the current year's budget as we now have final numbers from our federal grants. Glenn noted that private grants and corporate sponsors are below budget which is requiring income to be made up through additional fundraising. The revised budget for the current year and preliminary budget for 2018-19 will be presented at the next meeting.

GOVERNANCE REPORT

Erik Giles, Governance Committee Chair reported:

Lottery Report: lottery was conducted and went smoothly. Successfully utilized software that was previously used by PSCS. Currently Administration is in the process of connecting with waitlist families and other families so the school does not miss out on potential students for the upcoming school year. The enrollment procedures established earlier in the year are being followed to ensure full enrollment in every classroom. Erin McDonald, Director of Advancement, added that we are in the second phase after the 10 day turn around process. Beginning to call people off waitlist. Contacted two post lottery families for 7th grade. 43 post lottery entries have been received. K-6 waitlists look strong. After lottery information session was well attended. Marketing efforts will continue to attract new 7th grade students.

New Policy: Concussion Policy was presented by the Governance Committee. Glenn Hendry made a motion to approve the Concussion policy. Kim Champion 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.

Revised Policy: Board of Trustees Responsibilities and Evaluation Was originally approved in May 2014. Some edits were made for clarification. Will Weaver made a motion to approve the revisions. Kim Champion 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 will continue to review and present additional policies and the Admin Continuity plan at the April Board meeting.

Board Recruitment: Joseph Rogers was nominated for consideration as a potential board member. Joseph has extensive experience in real estate, facilities, and business. In addition he is passionate about the mission of the school and has related board experience. Abigail and Joseph met and have been working together to procure the future high school site and he is actively working with the Facilities Task Force Committee.

Other candidate profiles determined after reviewing the Board Matrix of current Trustees are individuals with backgrounds in academic, finance and/or marketing. Glenn has a potential candidate he will pursue with financial and technology background.

ACADEMIC EXCELLENCE COMMITTEE

Kim Champion, Academic Excellence Chair reported:

Digital Teacher and Learning Grant: Beginning stages in applying for the Digital Teacher and Learning Grant which is due April 23rd. The grant is being written based on three focal areas:

- moving to digital portfolios to complement standards-based assessment; would need to investigate and determine best method for such
- want to put portable/ digital science labs in all classes to support our integrated units through the lens of science

- need to think about how we'll integrate technology in high school. Create tinkertlab accessibility without the full installation of a tech lab.

Becky Friend added we are applying for the \$15,000 planning grant which will allow us to determine how to make digital learning work for and in PSCS.

MAP Test Results: all tested grades showed growth from winter to spring in both reading and math

- as has been the case, reading performances are strong/ generally at or above grade level. Math performances are still trailing the national norm but we're closing the gap
- 3rd: 1 point growth in math from fall to winter; performing 3.4 points greater than national norm in reading
- 4th: 3 point growth (typical growth margin) in math; 7 point growth in reading and exceeding national norms for mid-year
- 5th: 4 point growth in math, 5 points in reading and still exceeding national norms at mid-year.
- 6th: reading is higher. 2 RIT points below in math
- 50% of 3rd graders have met the Read to Achieve year-end mandate by mid-year

High School Curriculum Plan: The Academic Excellence Committee (AEC) met to discuss the proposed high school curriculum presented by Becky Friend, Director of Operations. Becky has created a coherent curriculum developed with the Basic School philosophy and expeditionary learning. Through the use of PACKs, students would receive individualized instruction through project-based learning opportunities with a connection to nature/science. Becky Friend is addressing the questions the AEC discussed and she is trying to schedule a visit to a few other high schools and suggests the AEC attends.

The high school curriculum plan offers a unique model as an alternative to the traditional high school experience. The proposed plan allows students to take career paths with advanced electives, which are briefly explored in 6th, 7th and 8th grade. In addition, 11th and 12th graders will experience apprenticeships that match their path. Fall Call to Adventure will be by grade. Spring Into the Woods will be by PACK, with multiple grades participating. The high school students will hold a "Questival" at the end of trimester. Reviewed Exit Skills based on each PACK for college and career readiness. Financial concerns were addressed as well as individualized instruction questions. Master schedule will be based on a block schedule. This approach is similar to a magnet school approach. Minimum of eight- ten classrooms are needed as virtual school resources will be utilized, as well as partnerships with community colleges will be utilized. There is a 22 credit requirement for high school graduation, however, PSCS will offer 32 credits to allow students opportunities to touch upon other possible interests.

Administrative team will pull state course codes and also determine that all the paths of study are broad enough to meet the needs/desires of all students.

Abigail requested a motion to grant administration permission to proceed in further developing the PSCS High School Plan based on the model presented. Kim Champion made the motion to proceed, and Glenn Hendry 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:

Master Plan: Middle school drawings are being worked on by the architects and will be distributed later once reviewed by Facilities Task Force. The plan is to receive bids on the preliminary plans prior to permitting to allow time for financing to be secured.

Turn -Lane: AT&T is not responding to Peter's requests for an update on pole relocation. Peter will continue to follow-up.

DIRECTORS' REPORTS

Advancement & Community Report

Erin McDonald presented:

- The proposed academic calendar for 2018/2019 based on 1025 hours which equals 172 school days. Took into consideration feedback from parents, staff and Becky when developing calendar. Staff will report back to school on August 8th. Possible "camp" for week of Dec. 17-21st. Workdays are staggered at end of each trimester.

Glenn Hendry made a motion to approve the 2018-2019 PSCS Calendar. Erik Giles 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.

- Update on 18/19 enrollment and post-registration waitlist-43 students with highest concentration in K and 1st. Marketing will continue to ensure a healthy waitlist.
- Spring Pioneer Plus camp/Summer camp proposals have been postponed a week. Currently have 4-6 teachers who are interested. Becky and Erin will meet to discuss Summer Camp plans.
- Wonderful turn-out for St. Patrick's Day Parade. 80-100 participants marched with the PSCS float. PSCS won 1st Place for the best float in the parade. "Seed-o-neers" were made and distributed.
- Brainstorming marketing ideas for Toss N' Sauce/teacher experiences online auction.
- Signature Pavers back on the grid with a hefty goal for selling to meet our revenue goals.
- ArtSpring! Planning has started to coordinate multiple factors such as performances, artwork display, carnival games, etc.

- Spontaneous WFAE pledge drive- PSCS won!

Facilities Report

Randolph Lewis reported:

- Updated on campus projects (Davis front porch, tree down at Croft, etc.). Wells Fargo is helping with staining of steps. Continue to work on Art Room storage, reorganized Cottage, down tree at Croft which has been fixed. Volunteers are providing wonderful assistance on projects.
- Update on E-Rates Categories I (signal) and II (hardware and access point) which provides school with broadband. Have completed Category 1 and moving onto Category 2. Have one year remaining of 5 year cycle.
- Analysis of door locks on Croft, Garage, Asbury trailers to address security concerns. Replacing exterior locks on doors which do not lock and close automatically.
- Looking for solutions to eliminate lightning issues with Davis fire detection panel. Quotes received were \$13,000-\$14,000 to fix through replacing copper line. Additional options are being researched for lower costs.
- Thursday staff members will receive specialized pediatric First Aid/CPR training.

Operations Report

Becky Friend reported,

- Currently in Trimester 3: *Into the Garden*
- EOGs are scheduled for May 17th through 24th; makeups 25th (testing 4 different grade levels up to 3 subjects)
- *Spring into the Woods* Capstone events begin April 9th. Students go on overnight experience.
- February Parent Advisory meeting was focused on facilities. Conversation around history of buildings, safety, carline, etc. Next week's Parent Advisory meeting is Wednesday with the focus on fundraising and community outreach.
- Exceptional Children with DCPI Indicator 11: clear report
- LIEP spreadsheet/ ESL annual report submitted March 15th
- Performance Framework 17-18 Phase I and 2 complete
- IDEA fiscal site visit update- March 9th went well.
- NC DPI Exceptional Children consultant visit- March 21. Do not anticipate any problems.
- Advanced Ed Readiness Review March 28th which is the first of two reviews
- BTSP review visit-- April 17th audit records for licensure, etc.
- Student with one on one nurse has withdrawn from PSCS therefore no personal services are needed at this time.

PUBLIC FORUM

No Comments

CLOSED SESSION

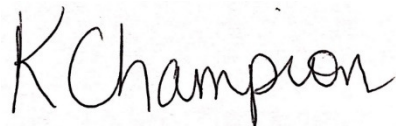
The board entered into Closed Session at 7:46, upon a motion being made by Abigail Jennings, seconded by Will Weaver, and confirmed via roll call vote of all board members present pursuant to North Carolina General § 143-318.11. (a)(5): To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The board ended Closed Session and entered into Open Session at 8:11 upon a motion being made by Will Weaver , seconded by Erik Giles and confirmed via roll call vote of all Board members present.

Erik Giles called for a motion to approve LOI.
Will Weavers seconded the motion.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Glenn Hendry made the motion. Will Weaver seconded the motion.
Meeting adjourned at 8:13, without objection.

Respectfully submitted,



Kim Champion, Secretary