

May 2017 PSCS Board Meeting Minutes

May 15th, 2017, Asbury Park Grove, PSCS

ROLL CALL

- Board Members Present
 - Abigail Jennings, Erik Giles, Peter Blumenfeld, Kim Champion, Mark Barney
- Board Members Absent
 - Sandy Knox
- Administration
 - Becky Friend, Randolph Lewis, Erin McDonald
- Faculty / Staff
 - Chris Simeral, Kelley Hood, Mike Lefko, Glenda Cheek
- Parents / Guests
 - Will Weaver, Glenn Hendry

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.

Erik Giles made a motion to approve previous meeting minutes.

Peter Blumenfeld 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

March and April Financial Statements

Erik Giles presented the March and April

- Profit and Loss Statements
- Balance Sheets

There were no significant discussions or motions related to these data.

Peter Blumenfeld made a motion to approve the March and April financial reports.

Kim Champion 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.

2017-2018 Budget Approval

Erik Giles presented the 2017-2018 Budget. This is a living document that requires continuous revision, but represents the best possible information available at this time.

Peter Blumenfeld made a motion for approval of the Budget Draft.

Kim Champion 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.

Refinance

Abigail Jennings reported that her efforts to purchase the Davis site and refinance the construction loan have been moving forward. This would significantly lower the monthly cost of rent and debt service associated with this parcel. In order to proceed, the bank will need to order a commercial appraisal of the property. If all goes well, this cost would be rolled into the closing costs, however, if not, the school would be required to pay the appraisal regardless.

Erik Giles made a motion to approve payment of the appraisal costs; Peter Blumenfeld seconded.

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

Abigail Jennings called for a vote; the motion passed unanimously.

GOVERNANCE REPORT

Nomination and Election of New Board Members

Abigail Jennings presented three new Board Members for approval: Glenn Hendry, Barbara Ann Temple, and Will Weaver.

Mark Barney made a motion to approve the new Board Members; Erik Giles seconded.

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

Abigail Jennings called for a vote; the motion passed unanimously.

Nomination and Election of Officers

Abigail Jennings presented the slate for Board of Trustees Officer positions: Chair, Abigail Jennings; Vice-chair, Erik Giles; Secretary: Mark Barney; Treasurer: Glenn Hendry

Peter Blumenfeld made a motion to approve the slate; Kim Champion seconded.

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

Abigail Jennings called for a vote, the motion passed unanimously.

July Retreat

Abigail Jennings requested initial scheduling for this retreat to give provide the board the opportunity to review the 2016-2017 school year, and prepare for 2017-2018. The date/time selected was July 12th, 2pm to 6pm.

FACILITIES AND MAINTENANCE COMMITTEE REPORT

Peter Blumenfeld

- Still waiting on NCDOT to confirm that they help with tree removal related to the turn lane.
- Requested approval for delivery and rental cost for portable classrooms for 2017-2018 school year for ModSpace.

Erik Giles made a motion to approve the requested expenditures: Kim Champion seconded.

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

Abigail Jennings called for a vote, the motion passed unanimously.

DIRECTORS' REPORTS

Facilities and Maintenance

Randolph Lewis reported,

- Had a good workday Saturday May13.
 - Legacy Pavers installed.
- There was another Lightning strike which caused some damage at the Davis house.
- Working with E-Rate/DPI to secure funding for APG Internet connectivity and a connection to the Croft/Davis campus.
- Timbernook and Lindamood-Bell will be leasing the APG facility for summer camps.

Community Report

Erin McDonald reported,

- Summer camps are filling up.
- ArtSpring coming up Saturday MAY 20th.
- Online gear sale has ended, expecting a \$300.00 return.
- Yearbook sales are coming to an end.
- Echo Parenting Workshop coming up June 1st.
- Kindergarten assessments are underway.

Nature Education

Chris Simeral reported,

- Earth Week- The Orchard at Pioneer Springs has been planted. We now have 2 Fig Trees, 2 Pear Trees, 2 Cherry Trees, and 6 Apple Trees
- Spring into the Woods adventures have been a tremendous success. All classes have participated in their Spring Into The Woods adventures except 1st Grade. First Grade will have their experience here at Pioneer Springs on the night of June 2nd.
- Randy Marion Subaru garden sponsorship has enabled us make great strides in completing the Barn Rain Garden. The grant provided native plants, bird feeders, houses, waterers, garden tools, and a \$100 gift card to purchase needed materials. 4th grade completed a rain garden research project before planting the garden.

Academics Report

Mike Lefko reported,

- Working on a voluntary self assessment requested by DPI which will provide information to help develop our three year plan.
- We continue to work and review our effort to self audit and ensure we are in compliance

Becky Friend reported,

- Signed up with Advanced Ed SACS-Casi for accreditation process to begin
- There is a list of legislation moving through the state congress that the administration is monitoring
- Colonial Life supplemental benefits for employees.
 - Pass through policy for employee for things like vision, dental, etc.
 - There is also a low cost (to the school) life insurance program that we should consider for next year.

Becky Friend request approval to pursue the relationship with Colonial Life to providing access to the additional benefits for all employees.

Peter/Mark

Peter Blumenfeld made a motion to approve the requested expenditures: Mark Barney seconded.

PUBLIC FORUM

There were no notable discussions or motions.

At 7:03 pm, Erik Giles made a motion to move into closed session to discuss privileged information; Peter Blumenfeld seconded.

At 7:52 pm, Peter Blumenfeld made a motion to move out of closed session; Kim Champion seconded.

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

Abigail Jennings called for a vote regarding employee contracts for 2017-18, the motion passed unanimously.

Abigail Jennings and Erik Giles recused themselves in accordance with the school's Nepotism Policy and left the room with Randolph Lewis and Erin McDonald. Mark Barney chaired a discussion regarding renewing contracts for Randolph Lewis and Erin McDonald.

Peter Blumenfeld made a motion to approve their contracts; Kim Champion seconded.

Mark Barney called for any additional questions or comment; there were none.

Mark Barney called for a vote, the motion passed unanimously.

Abigail Jennings and Erik Giles were called back to the meeting.

Peter Blumenfeld made a motion to approve the contracts for teacher and staff renewal; Kim Champion seconded.

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

Abigail Jennings called for a vote, the motion passed unanimously.

Personal Time-Off Increase

Abigail Jennings requested approval to increase PTO from 7 to 10 days for qualified employees.

Kim Champion made a motion to approve the request; Peter Blumenfeld seconded.

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

Abigail Jennings called for a vote, the motion passed unanimously.

ADJOURNMENT

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Mark Barney made the motion.

Meeting adjourned at 8:00 pm, without objection.

Respectfully submitted,

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

Mark Barney, Secretary