

# October 2018 PSCS Board Meeting Minutes

October 15, 2018, 6:00 PM, Asbury Building

## ROLL CALL

- Board Members Present
  - Abigail Jennings, Erik Giles , Kim Champion, Peter Blumenfeld, Will Weaver (6:50 pm), Ananth Nilakantan, Barbara Ann Temple, Glenn Hendry (p- 6:27 pm)
- Board Members Absent
  - Sandy Knox
- Administration
  - Becky Friend , Randolph Lewis (p)
- Others
  - Tristan Teasley

## 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.

Erik Giles made a motion to approve previous meeting minutes.

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.

## GOVERNANCE REPORT

Erik Giles, Governance Committee Chair reported:

Charter Renewal Update: Becky Friend shared we are eligible for charter renewal. PSCS is eligible for 5, 7, 10 year renewal. Decision will be announced in December 2018.

### Revised Policies:

- Emergency Preparation and Response Policy-changes to previous Emergency Preparation and Response Policy were shared and discussed. The Board decided to table policy approval until next month so that further revisions could be made.
- Employee Benefit Policy-changes to previous Employee Benefit Policy were shared and discussed.

Peter Blumenfeld made a motion to approve the revisions to the Employee Benefit Policy.

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.

- Family and School Communication Policy- changes to previous Family and School Communication Policy were shared and discussed.

Barbara Ann Temple made a motion to approve the revisions to the Family and School Communication 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.

Beginning Teacher Support Plan: Becky shared each year the Beginning Teacher Support Plan needs to be submitted to the state. A few changes and additions to last year's plan were submitted to state consultant and approved.

Peter Blumenfeld made a motion to approve the Beginning Teacher Support Plan. 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.

Director Evaluation: Becky completed and submitted self- assessment portion of Director Evaluation. Erik and Kim reviewed self assessment, provided feedback and reviewed with Becky. The 2018-2019 Director Evaluation will be facilitated by Kim and Erik. Thank you to Becky for all of your efforts, hard work and dedication to PSCS.

Lottery Dates: Erin recommends Open Enrollment to occur from November 1st to February 28th and suggests a Lottery Date & Time of Thursday, March 14th at 4:30pm. It was noted Corvian's lottery will be held on 2/12/19 and CSD will hold theirs on 2/25/19.

Peter Blumenfeld made a motion to approve the Lottery Enrollment period of November 1st-February 28th and the Lottery Date of March 14, 2019. 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**

Ananth Nilakantan, Finance Committee Chair reported:

2017-2018 Audit and 990 Tax Return: The audit will be conducted next week. Our 2017-2018 numbers are being reviewed tomorrow in preparation for next week's audit.

Erik Giles made a motion to give pre-approval to the Finance Committee to approve the 2017-2018 Audit once completed. 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.

2018-2019 Revised Budget and Five Year Budget: Budget numbers were presented which included some construction costs, increases salaries, benefits, etc. The numbers shared were based on current enrollment. It was noted that being fully enrolled directly impacts finances. Thank you to Ananth for your hard work in completing these items.

Erik Giles made a motion to approve the 2018-2019 Revised Budget and Five Year Budget. 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.

August 2018 Financial Report: August 2018 Financial Report was presented. The use of grant money and consultant was discussed. The grant consultant contract is no longer active. Two grants have been awarded to PSCS (\$15,000: Digital & Learning and \$18,000 Mental Health).

Peter Blumenfeld made a motion to approve the August 2018 Financial Report. 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.

September 2018 Financial Report: September 2018 Financial Report was presented and discussed.

Erik Giles made a motion to approve the September 2018 Financial Report. 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.

## **ACADEMIC EXCELLENCE COMMITTEE REPORT**

Kim Champion, Academic Excellence Committee Chair reported:

Scholarships: The AEC reviewed the applications submitted and selected two Naturalist in Training recipients.

BOG Results: This state mandated reading assessment is given to third graders at the beginning of the school year to use as a baseline data point and as part of the Read to Achieve mandate. 35.5% of the third graders demonstrated proficiency.

MAP Results: The results from the first assessment window indicate that students in grades 3-7 are performing above national norms in the area of reading. Math results show the reverse. Students are performing below national norms which is indicative of last year's EOG results. A consultant from Curriculum Associates has been and will be continuing to work with teachers on professional development in the area of math. Additionally, a Math PLC has been formed. Additional math materials have been purchased based on the new curriculum.

NC Check-Ins: Based on the advice from our state consultant, NC Check-Ins in reading and math will be administered in addition to the mid year MAP assessment. The check-ins will also be administered in the spring in lieu of the MAP assessment.

## **FACILITIES TASK FORCE REPORT**

Peter Blumenfeld reported:

Middle School Construction: Civil plans and review are proceeding as they were previously on hold. Additional requests and revisions have been submitted and are awaiting responses.

Signage: Currently in production and waiting for install date. Thank you to ModuleX for the generous donation.

## **DIRECTORS' REPORTS**

### **Facilities Report**

Randolph Lewis reported:

- Project Day was a success. Thank you to the participants for helping with sanding, staining, safety upgrades, etc.
- Repairs to Davis fire alarm panel have been ordered and waiting to be scheduled.
- Erate application for funding is now in review and waiting for response.

### **Advancement & Community Report**

Becky Friend reported:

- Our new Pioneer Springs video has been completed and posted to social media.
- Our first Spirit week before the Fairy Tale Ball will begin Monday, October 22nd and will help generate revenue as well as build up excitement for Friday's event.
- Fairy Tale Ball is on October 26th with a special invite to all board members to have a peak at our PSCS magic and enjoy lunch on the campus.
- Middle Schoolers will have a bonfire/movie night during Fairy Tale Ball week.
- Middle Schoolers will now have roles to help in the Fairy Tale Ball event to have a right of passage when enter Middle School. They will be photographing, performing, and helping as guides for the event to develop their leadership and presentation skills.
- The Reach for the Trees packets will be sent home on Monday, October 22nd. The anticipated goal of the event is \$62,000.
- Open House Information Sessions with daytime tours:  
Thursday, November, 8th 9:15am, 10am Middle School Session  
Tuesday, December 11th 9:15am, 10am MS Session  
Wednesday, December 12th @ 6pm, 6:45pm MS Session  
Wednesday, January 9th @ 9:15am, 10am MS Session  
Thursday, January 17th @ 6pm, 6:45pm MS Session  
Add-On 2 info sessions in February TBD

### **Operations Report**

Becky Friend reported:

- Accreditation visit scheduled for November 14 and 15th.
- First trimester celebration is on November 15th.
- Parent conferences are being held. Teachers are including a review of beginning of year data.

- SSR Grants: 3 submissions and waiting to hear responses.
- Sports Updates: November mini-sessions (archery, soccer, chess, book club, Mathletes)

## **PUBLIC FORUM**

Tristan Teasley inquired whether school approves off campus participation; in particular United Way and Arts & Science Council. Abigail suggested connecting with Marketing Task Force. Tristan Teasley inquired about the location of the school policies. They are available upon request, and it is a goal for Governance to put them all online in the future.

## **CLOSED SESSION**

The board entered into Closed Session at 7:18 pm, upon a motion being made by Barbara Ann Temple, seconded by Erik Giles 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.

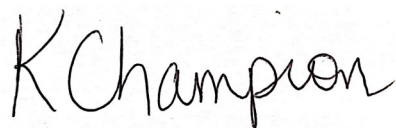
The board ended Closed Session and entered into Open Session at 7:56 pm upon a motion being made by Erik Giles, seconded by Will Weaver and confirmed via roll call vote of all Board members present.

Erik Giles called for a motion to approve Retail Contractor contract contingent upon competitive bids received within next two weeks. 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.

## **ADJOURNMENT**

Abigail Jennings called for any further comment or discussion and hearing none requested a motion to adjourn. Peter Blumenfeld made the motion. Kim Champion seconded the motion. Meeting adjourned at 8:00pm, without objection.

Respectfully submitted,



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Kim Champion, Secretary