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**Minutes of the Pioneer Springs Community School
Board of Trustees Meeting
January 27th, 2015 – 6:40-8:51 pm**

Location: Pioneer Springs Charter School Campus

In Attendance:

Board members present:

Abigail Jennings (Chairman)

Erik Giles (Vice-chair, Treasurer)

Kristin Clewell (Secretary)

Mary Coppola

Others in Attendance:

Laura Mock (Director)

Wendy Britt (EC/Assistant Director)

Mark Barney (parent)

Maggie Pozoroski (parent)

Jennifer Foley (parent)

Anna Fell-Yampolski (parent)

Stephanie Ainsley (parent)

Established a quorum, Abigail calls meeting to order at 6:40.

Erik made a made motion to approve December 2014 minutes, Kristin seconds, all in favor.

Financials

Erik presented Balance sheet and Profit and Loss sheet. Run for the Trees event raised \$28,613.93. The total reported previously included PSCS gear sales, which is being recorded separately. School has received 2nd state payment. Mary had questions regarding EC fund payment and Erik/Wendy discussed again that for a few students their previous schools had not entered them into the computer correctly and therefore PSCS could not receive funds for them this year.

Kristin made a motion to approve December financials, Erik seconds, all in favor.

Erik discussed the E-Rate process. This is a way for school to get discounted services for telecommunications and technology. PSCS did not opt into this program previously as our technology expenses have been too low. NCREN program requires

a direct line fiber circuit to Davis House, and then a conduit to our other buildings. This is a lengthy contract process. Another requirement is to adopt an email and Internet policy in an open meeting. Also need to put in place filters on all school computers.

Abigail projected a draft of the proposed PSCS Email and Internet Policy onto the screen. Mary questioned adding a contract form that both parents and students would sign at covenant conferences that detail the expectations with Internet use at school. Mary also questioned adding a clause about Facebook (ect.) use on school computers, Laura noted this has already been discussed at length in staff meetings and is included in the Employee Handbook.

Kristin made a motion to approve PSCS Email and Internet Policy, Mary seconds, all in favor.

During this meeting, Erik sent Laura an email that explains how the discount for above contract works, it is based on the number of students who qualify for free and reduced lunch.

Facilities Update:

Croft Schoolhouse: all repairs and painting completed over winter break, finished with a major cleaning.

Davis House Construction Progress: Big delay due to the sprinkler company needing specialized parts that were finally received and installed yesterday. Now all work at the house is completed, need to complete setting up of fire monitoring before next inspections can take place, each inspection dependent on receiving approval for the next inspection, we are pushing daily to keep things moving. Site work will begin this weekend at the workday. Bob Beatty widening cannot start until NCDOT gives final approvals.

Red Barn Expansion: Funding – Have possible 100% financing opportunity that we are pursuing diligently. If doesn't work out, then an investor group will be utilized for down payment and remainder to be financed through local bank. Need final construction drawings to establish firm pricing before financing plan can be finalized.

Timeline – In December, the HLC's Design Committee did not approve the plans as shown previously to the board. Due to the set back for plan revision and final approval from HLC on Jan 12th, we realized that our timeline to break ground March 1st, was going to be impossible. Since we did not know if the design would be approved in January, no work could begin on the final construction plans until the week of January 12th. Those plans are currently in progress with the architect, structural, mechanical, and civil engineers. The final package is due to the county on March 6th. To allow time for bidding, we believe a construction date of June 1, is most likely our new target date. In light of this, we are working on establishing a temporary modular unit on the grounds for the fall. HLC has indicated they will

approve a temporary unit. Bids and plans for modulars are currently being received and reviewed.

The contract for architectural, structural, and PME services has been received for the barn. The cost of the contract for all of these services is \$48,475.00. Erik made a motion to approve the cost of the contract, Mary seconds, all in favor.

Site Selection:

The County, HLC, and the developer for this project have been working on creating the financial plan for this project for Torrence Lytle. We hope to know more about the financial feasibility soon. Abigail discussed that she has indicated to the HLC and the county that PSCS cannot provide the funding for the preliminary construction plans, since it is unknown if the site will work financially for the school.

Mid-Year Director Evaluation

This was a 28-page document that Laura completed and then met with Abigail to review (as chair of Governance Committee).

Director's Report:

Lottery Update-329 distinct registrations and ~38 bundled registrations. There is one more open house next week. Lottery will be held on Feb. 27th at 4:30pm. There will be a practice session at 6:00 prior to the next board meeting in February. An intention form for next year enrollment will go out later this week for current families. All bundled siblings from last year's lottery have already been placed this school year. New staff and siblings will be priorities this coming year.

Pioneer Wings is now underway. They have been providing lunches for administration meetings on Tuesdays. Ann Fell-Yampolsky was present and discussed all the 8 subcommittees.

1. Service Learning-volunteer opportunities for students
2. Volunteer Coordination
3. Multicultural Community Voices-programming and introducing color in literature
4. School Sustainability- zero waste, green school, recycling education
5. Garden Coordination
6. Room Parent Coordinators-trying to get 2 per class
7. Events Committee-family events for fellowship
8. Communication Committee-how to get more information to parents

Pioneer Voices

- what parents need/want
- like a parent advisory group
- Laura takes it back to the mission and what is best for students
- parent portal with password protection is in the works
- at last Parent Voices meeting talked about funding and how it works for charter schools

-discussion about the best way for all the school information to be consolidated for parents

Mid Year Teacher Evaluations-Laura put an example of the form on the screen. Teacher fills out the form and meets with the director, very extensive process. Ann questioned adding differentiation to the form and if parents can contribute to the evaluation process. Laura said last staff meeting was dedicated to differentiation and parents are not involved in formal teacher evaluations, if there is a concern with a teacher the parent should come directly to Laura.

Strategic Goal Planning-Laura made a Strategic Goal Short Term Tracking Sheet. Anyone from staff could come to the scheduled meeting to develop the plan. The list contained 21 items with list of deadlines and who responsible. Will meet again next Tuesday to make assignments.

Laura and Abigail presented Margaret Maurice's resignation to the board. Erik made a motion to accept resignation, Kristin seconds, all in favor.

Wendy Britt left the room in order to discuss her for new position. Wendy is the current EC director, a part time position. Laura requested approval of Wendy's contract offering Wendy a full time position to also act as the Interim Assistant Director position. As the school grows this position may change. Kristin makes a motion to approve Wendy Britt's new contract as Interim Assistant Director, Erik seconds, all in favor.

Parent Workshops

-Last night Kelly and Leslie presented the OT/SP workshop. This was well received by the families present. They will offer a 2nd follow-up session at the end of February.

-Dr. Corbier to talk about diet and brain function

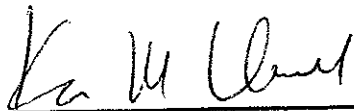
-Wendy is looking to find a speaker about the role of vision and academics

Curriculum night will be held in March this year, next year will be in October.

Kristin makes a motion to adjourn, Erik seconds, all in favor.

Adjournment at 8:51 pm

January 27th, 2015 Minutes respectfully submitted by Kristin Clewell.



Kristin Clewell, Secretary