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**Minutes of the Pioneer Springs Community School
Board of Trustees Meeting
March 31st, 2015 - 6:44-10:03 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)

Kristen Krabath (Registrar)

Randolph Lewis (Founding Director)

Erin McDonald (Founding Director)

Mike DiFabion (guest)

Mary Mix (teacher)

Heather Labenson (parent)

Maggie Pozoroski (parent)

Jenny Ward (parent)

Anne Fell Yampolsky (parent)

Jennifer Foley (parent)

Chris Madden (parent)

Mark Barney (parent)

Chris Madden (parent)

Established a quorum, Abigail calls meeting to order at 6:44.

Erik made a made motion to approve February 2015 minutes, Kristin seconds, all in favor.

Financials

Erik reviewed the Balance Sheet and pointed out the \$15,000 towards the turn lane expense is for the engineering plans. He then reviewed the Profit and Loss Statement which reflected the third of the three state revenue payments of \$274,000, which will be utilized until the end of this fiscal year.

Kristin made a motion to approve February financials, Mary seconds, all in favor.

Need to approve the audit contract again this year, will stay with Rebekah Barr who did it last year. Will be \$6900.00 total. Erik made a motion to approve the audit contract, Mary seconds, all in favor.

Academic Excellence:

Mary and Laura presented Academic Excellence Progress Report to show evidence of meeting the goals set in the fall. Highlights from the report included:

- Staff development included the following areas: Literacy, Behavioral/Emotional Support for students, Democratic classrooms
- Made recommendation to take inventory of supplies to see if everything teachers have is utilized.
- PSCS staff went to the Fresh Take conference at CSD, Evergreen conference, Observations at CSD, and Handwriting Without Tears training.
- Assessment: using a variety of tools to assess many areas and not just reading, math, ect. Looked at sample assessments for standard use.
- Laura is creating a survival binder for new PSCS staff or those new to a grade level.
- Teachers changed newsletter based on Pioneer Voices feedback.
- Data: looked at quantitative, qualitative, and portfolios (binder for each child). Want to establish a minimum number of work samples for each child.
- Report cards: both email and hard copy. Laura is looking at trends per grade to drive instruction. Trends discovered so far include that the BOG scores were low for predicted end of 3rd grade but still above state average and same as district score. Want to target Language Arts for Inferential, Metaphorical Language, and regrouping in math for addition and subtraction.
- Relooked at chart of support/intervention by grade level.
- Lines of communication: discussed informal communication and conferences.
- Holistic Data: serving the whole child- this is evidenced by written communication and attendance in school activities.
- Language Arts: more cohesive Readers/Writers workshops, UNCC connection

- Math: deeper understanding of number sense development
- Student Discovery Team: may need new members for next year; new and returning staff will be trained on process for referral for students
- Recommendations of Academic Excellence Committee:
 1. Staff development to identify trends and modify instruction
 2. Provide support for teachers to prepare for conferences
 3. Recruit additional Academic Excellence Committee members
 4. Differentiation to serve all students (remediation, extension, and challenge)

Director's Report:

Trends for EOGs: state thinking about taking away EOGs and instead testing across the year four times in smaller chunks of information. Also getting ready to change Common Core again.

Need to approve Beginning Teacher Support Program Plan. Board reviewed the entire document. Mary made a motion to approve the Beginning Teacher Support Program Plan, Kristin seconds, all in favor.

Pioneer Voices met and discussed:

- looping procedure
- best way to communicate changes
- ways to volunteer (WINGS)
- facilitate parent workdays better (WINGS)
- Founders and what they have done for this school

Mark Barney addressed the Board:

1. People would like to volunteer more but can't make the scheduled times, families would like more often and regular times to help parents schedule or parents can provide times they are available and how they can help.
2. When Davis House is complete, he suggested gathering all data and compiling it to reflect on the process and utilize for future facility projects.

Abigail thanked Mark for these suggestions. Anne, the WINGS chair, mentioned the volunteer opportunities were going to be offered in multiple ways coming soon. Abigail shared that detailed notes and data has been collected throughout the facility expansion.

Jennifer Foley asked if parent portal is ready. Erik replied that we were waiting on a few more items before launching.

Laura provided a lottery update, reporting that no students in grades 1-4 have been admitted due to our current families returning. Kristen Krabeth is currently sending out packets to new Kindergarten families.

Facilities Update:

Davis House: Randolph explained that the garage passed the final inspection. Sidewalk is in place (layout, conduit, pit gravel). Broke through hedge for walkway. New trash area screened with plants. Leveled picnic table area. Used chipper mulch to cover up disturbed areas to prevent mud. Had final Davis House inspection and passed. Need to make a few changes with the plants planted as screening. Locksmith put locks on all class doors. Driveway edging in place. Wheel stops in parking lot laid out but not placed. Waiting for NCDOT to finish approval of plans. Davis Lake HOA for the dead tree, we have scheduled some of the work. Deodar cedar tree work being planned. Need to find solution for drainage problem on playfield. The mandatory 9-bike rack has been installed.

NCDOT Update: Still waiting to hear about approval for final changes, hoping for approval in the next few days. Sub-contractor is on alert to be ready. Once get approval then can proceed with turn lane.

2015-2016 Facilities Plan: Found out that the modular are not feasible for next year due to the same permitting and CO process is required as a permanent structure, and it would cost \$100,000 in upfront infrastructure expenses. The Facility Committee met and discussed a new solution in order to keep everyone together in on the Croft Campus next year. Then Davis House and Auxiliary Building will be utilized for Kindergarten, 1st, and 4th (upstairs) in Davis House.

Jennifer Foley asked why K and 4th in the same building. Laura replied that due to looping, K needed to be at the Davis, and due to the law that k and 1st cannot be on the second floor, 4th will be upstairs.

Maggie P asked about looping and why some grades this year won't be together next year. Laura explained looping is different when a school first starts out to prevent a class being together for 3 years in a row. Looping is only for K and 1st, 2nd and 3rd, and 4th and 5th. Maggie also asked if all students will be able to experience all areas of campuses (i.e. playgrounds) and Laura said yes and they are currently working on that schedule.

New Building: Submitted plans a few weeks ago. We may get to be a pilot program for the WELL Certification program (using systems and materials in buildings that are good for people as well as the environment). Currently putting out construction bids.

Jennifer Foley asked if there would be table and chairs at the Davis House and Laura responded yes.

Kristin made a motion at 8:57 to move into closed session to discuss confidential information in regards to Torrence-Lytle and new construction financing

negotiations. Mary seconds, all in favor. Kristen K, Erin, and Randolph remained present as they are part of the Facility Committee.

Mary made a motion to move out of closed session at 10:03, Kristin seconds, all in favor.

Next board meeting is April 28th 2015.

Mary made a motion to adjourn, Kristin seconds, all in favor.

Adjournment at 10:04 pm

March 31st, 2015 Minutes respectfully submitted by Kristin Clewell.

A handwritten signature in cursive script that reads "Kristin Clewell".

Kristin Clewell, Secretary