

August 2021 PSCS Board Meeting
Monday, August 16, 2021, at 6:00 PM
Zoom Meeting

ROLL CALL

Board Members Present

- Abigail Jennings, Erik Giles, Erin Steenwyk, Barbara Anne Temple, James Freeman, Peter Blumenfeld

Board Members Absent

- Jeanne Bryne, De'onn Griffin, Sandy Knox

Administration Present

- Becky Friend, Randolph Lewis, and Ava Alexander

CALL TO ORDER

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

PREVIOUS MINUTES

There were no notable discussions or motions. There was no July meeting, and we have June meeting minutes. James Freeman made a motion to approve the previous meeting minutes. Erik Giles seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail Jennings called for a vote and the motion passed unanimously.

FINANCE COMMITTEE

Erik Giles presented the June 2021 Balance Sheet first and followed with the July 2021 Balance Sheet. Erik reviewed the YTD June 2021 P&L next and then the July 2021 P&L. Erin Steenwyk made a motion to approve the June and July 2021 Financial Summaries and Balance Sheets. Barbara Ann Temple seconded the motion. Abigail called for any additional questions or comments and there were none. Abigail Jennings called for a vote and the motion passed unanimously.

GOALS AND OBJECTIVES

- Abigail Jennings reviewed the 2021 – 22 PSCS Strategic Goals, many of which were developed during the Board Retreat in June 2021.
- Governance Committee is headed by James Freeman. Committee members are Abigail Jennings, Becky Friend, Sandy Knox, and Barbara Ann Temple. The Governance Committee will look at other schools in the area to see likenesses and differences.
- The Social Justice Committee will continue.
- Academic Excellence is headed by Jeanne Byrne. Committee members are Abigail Jennings, Becky Friend, Julie Biddle, Erin Steenwyk, Kathryn Bentley. Paul Bocko is the advisory council member.
- Finance Committee is headed by Erik Giles. Committee members are Abigail Jennings, Becky Friend, De’Onn Griffin and Ava Alexander. Bill Ingram is the advisory council member. Goals and objectives are similar to last year with additional emphasis on budget to actual details.
- Facilities Task Force is continuing their work from last year to oversee the completion of the high school. Led by Peter Blumenfeld, committee members are Abigail Jennings, Becky Friend and Randolph Lewis. Aleita Keziah is the advisory council member.
- The ADM Task Force is under way. Headed by Becky Friend. Committee members are Abigail Jennings, Erin McDonald, and Barbara Ann Temple.
- For Operational Goals, Becky Friend will oversee these goals and report back to the board. One of which will be a renewed effort in seeking corporate sponsorships this year.

James Freeman asked about the pre-school facility plans. Abigail Jennings said the first priority is to finish the high school, however, the current thoughts were to utilize the cottage for the preschool and move EC into multiple locations throughout the campus.

Abigail Jennings requested a motion to approve the 2021-22 PSCS Strategic Goals, Erik Giles made the motion and James Freeman seconded. Abigail Jennings called for any additional questions or comments and there were none. Abigail Jennings called for a vote and the motion passed unanimously.

GOVERNANCE COMMITTEE

- Becky Friend requested the annual approval of the PSCS Covenant Policy which is our school policy for families. The annual approval is needed in order to receive Title 1 funds of approximately \$5000. Abigail Jennings requested a motion to approve the policy, James Freeman made the motion and Erik Giles seconded. Abigail Jennings called for any additional questions or comments and there were none. Abigail Jennings called for a vote and the motion passed unanimously.
- Annual Board of Trustees Conduct Commitment is requested to be sent back to James Freeman by 9/1/21. Abigail sent this document to the board in their board package. Board needs to sign and send back to James.
- Becky Friend presented the 2021–22 Organizational Chart which was included in the board package.
- James Freeman reviewed the 2021- 22 Board Meeting Schedule – Board meetings to remain on third Monday of every month at 6:00 pm, unless there is a holiday conflict like MLK and Presidents Day. James reminded the board on the importance of attendance.

- Becky Friend requested approval to amend the charter to allow a blended learning option to better serve students who do not wish to return to campus due to the ongoing pandemic. Due to the increase in COVID cases, we are seeing withdrawals for parents wishing to home school during this time since charter schools do not have a remote school option. Becky was in touch with Dave Machado and learned that we can create a blended option with an amendment to our charter. With the board's approval, Becky and Abigail will amend the charter to allow blended learning and submit to the NC Dept of Charter Schools for approval. There is a potential this is already allowed in our charter, but due to the urgency, board approval to amend the charter is needed in the event we need to take this next step.
 - Erik Giles asked if this would close the gap in enrollment and Becky said she believe it would.
 - Peter Blumenfeld asked if this would be a cost associated with blended. Becky stated there would be no additional expense to the school by adding this option.
 - James Freeman asked if this option is available would more students want this option. Becky said a parent survey was sent previously which defined parent's preference regarding remote options and many responded this was of interest to them.
 - Peter Blumenfeld asked if Becky would have to add more staff with remote learning? Becky said the interventionist would work with these students. There is a requirement to the blended option that students must be on campus at least one day a week. The plan would be for the interventionist to meet with students in our outdoor classrooms once per week.
 - Erin Steenwyk asked if there is an in-and-out policy for remote and on campus, so students would not be switching back and forth. Becky stated there would be specific guidance on when they could switch back and forth to prevent any classroom disruptions.
 - James Freeman asked if we were on campus at all last year. Becky said we came back in November 2020 and 3/5 of our student population were on campus the last several weeks of school.
 - Abigail Jennings requested a motion to amend the charter with a blended learning option. Peter Blumenfeld made the motion, and Barbara Ann Temple second. There was no further discussion, and the motion passed unanimously.

FACILITIES TASK FORCE

Peter Blumenfeld updated the Board on the status for the high school plans. The building permit is approved; however, we now have been asked to file separate permits for each building. The permits were resubmitted today (Mon, 8/16/21) and to obtain an address for each building. The buildings are labeled as Bldg. A, B, C, D, E and F. The onsite meeting is on Wed, 8/18/21 with Urban Forestry and Civil people to discuss building around trees and land.

Peter asked if we could have a groundbreaking ceremony for the high school, and a discussion with board members followed. The board agreed this was an important milestone to recognize and share with the community and the public. Barbara Ann Temple said this was also an important marketing opportunity to also share through multiple platforms what makes us unique and our curriculum. James

Freeman suggested a press release and to add to PSCS website to show pictures of the construction and build the excitement. Randolph Lewis said we used shovels last time and he said our head of school could be sitting behind an excavator to showcase the groundbreaking.

DIRECTOR REPORTS

Advancement and Operations

Becky Friend reported on behalf of Erin McDonald for Advancement:

- School starts on 8/31. Colleagues back on Tues, 8/24 and new staff on Mon, 8/23. We are prioritizing safety to students and staff. Focus is on academics. We will hold online and real time events. Next week will set the tone how we start school. Key retention is to collect and keep good talent. Hired new talent to join ranks, including more diversity. We are fully staffed at this point.
- Erin McDonald has suggestion about open enrollment and lotteries in early Oct 2021 and run on 2/28/22 based on other local charter schools. Open sessions and virtual sessions to begin in mid Oct 2021 and run through Feb 2022 and dependent on conditions. Any lottery date after 2/28/22 to compete Corvian and Bonnie Cone Classical Charter Schools.

Proposal made to begin lottery on 10/15/21, run through to 2/15/22 and Lottery on 3/1/22. Motion per Abigail Jennings. Barbara Ann Temple second. Motion passed.

Erin McDonald's Fundraising target is \$85,000. This would be fundraising of about \$100,000 minus expenses. Fundraising events include Reach for the Trees, virtual events, Snowman Shoppe, and Art Spring.

Facilities

Randolph Lewis reported:

- Main focus on getting the classrooms ready. It is a busy summer with all the camps schedules and classroom adjustments. We are leasing space to Lindamood-Bell in the Barn. Camps in most of the school buildings this summer due to both academics and crafts. New teachers coming are coming on board. We are working on temporary high school class spaces. A lot of moving things around. Special thanks to John McNeish with his help.
- Purchasing additional furniture and pre-owned school furniture. Cleaning and deep cleaning spaces and floor care. Strip and wax floors scheduled for this week and weekend. Maintenance with Asbury roofing project to be completed. The metal around the perimeter of Asbury delayed due to rain. Historic building woodwork repair and gutters is happening. Replacing sidings and exterior painting.
- Fire detection issue with the sprinkler system went off in the Davis house and the fire department responded. Repairs are completed.
- Event tent arriving to go behind the Davis house. New picnic tables arrived, and someone hired to paint them. New benches out of logs by barn for outdoor space. Lowered tree at Davis house.

- E-rate submitted with purchase order and will bring Wi-Fi to all outdoor spaces. Access points supply chain and delays that are back ordered. We will not be able to install until a later date.
- Emergency Connectivity Funds to support remote learning as needed. Thanks to Becky for her help and Roxie, our e-rate specialist.

PUBLIC COMMENTS

No public comments were made.

ADJOURNMENT

Abigail Jennings called for any further comments or discussions. Hearing there were none, Abigail requested a motion to adjourn. Peter Blumenfeld first and second Barbara Ann Temple made the motion. Meeting adjourned at 7:15 pm, without objection.

Respectfully submitted:

Erin Steenwyk

Erin Steenwyk, Board Secretary