

June 2020 PSCS Board Meeting Minutes

June 15, 2020, 6:00 PM,
PSCS, 9300 Bob Beatty Rd, Charlotte, NC 28269
Zoom Meeting

ROLL CALL

Board Members Present

- Abigail Jennings, Will Weaver (p), Ananth Nilakantan (p), Barbara Ann Temple (p), Peter Blumenfeld (p), Jeanne Bryne (p), Erik Giles (p), Sandy Knox (p)

Board Members Present Absent

- Kim Champion

Administration Present

- Becky Friend(p), Randolph Lewis (p), Erin McDonald (p)

CALL TO ORDER

Abigail Jennings established a quorum and called the meeting to order at 6:04 pm.

PREVIOUS MINUTES

There were no notable discussions or motions.

Erik Giles made a motion to approve the previous meeting minutes.

Barbara Anne 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 COMMITTEE

Erik Giles began by sharing the results of the annual Board Evaluation. The questions which did not receive 100% concurrence, Erik asked that these should be areas of opportunity for growth for the board. Erik then facilitated the 2019-20 Strategic Plan Review. He began by reporting the accomplished goals of the Governance Committee:

1. Policy revisions completed and all policies now organized and available online.
2. New policy created and implemented defining the role and responsibility of the new Advisory Council
3. Employee Handbook has been updated
4. Director evaluation completed.
5. Lottery planned and successfully completed
6. Board retreat planned
7. Board assessment completed

The only Governance goal still in progress will be carried into next year's strategic plan, which is to identify and add an Advisory Council member with governance expertise to serve on the Governance Committee.

Erik shared that for this year's Board Retreat, we will work on next year's goals for our Annual Strategic Plan through our committees and task forces first, and reconvene as a group to allow input from all board members and directors on additional goals as needed.

Erik shared the results for the Director Evaluation, for the Operations Director Becky Friend, which was very positive. The handling of remote learning has been outstanding.

The Employee Handbook revisions had been sent previously to the board. Abigail asked for a motion to approve revisions, Erik Giles made a motion to approve the revised PSCS Employee Handbook, and Barbara Anne Temple seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

Abigail Jennings provided an update on the bond and shared key bond compliance terms with the board. To ensure that ADM goals are met, Abigail appointed an ADM Task Force chaired by Becky Friend, joined by Erin McDonald, Barbara Anne Temple, and Abigail Jennings. This Task Force will meet weekly to review enrollment registrations, new registrations, and waitlist numbers.

Abigail then called for a motion to approve the Bond Resolution. Sandy Knox made a motion to approve the Bond Resolution. Jeanne Byrne seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

FINANCE COMMITTEE

Ananth Nilakantan presented the May 2020 Financial Statement and Balance Sheet. Erik Giles made a motion to approve the May 2020 Financial Summary and Balance Sheet. Sandy Knox seconded the motion.

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

Abigail called for a vote, the motion passed unanimously.

Ananth then reviewed the Finance Committee's 2019-20 goals, all of which were completed:

1. All budgets completed as requested
2. An Advisory Council member with finance experience was added and will be added to the Finance Committee this coming year
3. Retirement Plan options and recommendations were presented and implemented
4. Achieved a successful audit and tax return
5. K-12 facility financing plan established
6. School revenue and cash flow reviewed regularly
7. Financial reports received and reported monthly
8. Present Financial Reports for prior month at each board meeting
9. 2020-21 budget presented and approved

ACADEMIC EXCELLENCE COMMITTEE

The Academic Excellence Committee's progress was shared by Jeanne Bryne:

1. Academic Excellence Committee added four new members: two PSCS teachers, and two Advisory Council members, one specializing in PreK and one specializing in High School.
2. Provided recommendations for professional development relative to increased academic rigor for AIG, EC, Math, and ELA

3. Published the High School Plan and Registration

Jeanne reported the committee will continue their research on adding a preschool and will include this in their 2020-21 goals.

MARKETING TASK FORCE

Barbara Ann Temple shared with the Board all of the remarkable progress the Marketing Task Force has made during the 2019-2020 school year:

1. Marketing Task Force grew with two new committee members and one Advisory Board member
2. Created 2019-2020 Marketing Plan for communications within the Pioneer Springs Community School's internal and external communities, and also a 2020-22 plan to provide continuing and consistent marketing
3. Corporate sponsorships were over \$23,000 this year
4. Marketing efforts grew this year's lottery registrations over 30%

FACILITIES TASK FORCE

Facilities Task Force goal progress was shared by Peter Blumenfeld:

1. Finalize K-12 Master Plan was completed
2. Create student network (google classroom) was implemented
3. Modular was ready for last year's instruction and has since been removed
4. Last year's Summer Facility Improvement Plans were completed
5. Middle School plans were permitted and currently under construction

The Facilities Task Force will carry these two goals into the upcoming year:

Approval from Davis Lake HOA for walking access to PSCS from Davis Lake and the stabilization of the Flower House.

Peter Blumenfeld provided a construction update and shared photos of the middle school construction. The project is progressing well and we are on track to complete on time. He also reported the high school design is in progress, and new designs should be ready soon for board review.

DIRECTOR REPORTS

Advancement

Erin McDonald reported:

- Enrollment is going very well for next year. We are fully enrolled for K-7 and working on boosting the wait list for 7-9th.
- Will continue sending community updates on new middle school construction with video and photos.
- 5th grade video generated 164 views over the weekend. The video was a compilation of staff speeches from teachers all the way back to 6 years ago when these students were in kindergarten.
- Have 20 followers on the new PSCS YouTube channel. Taking lots of footage of various topics for YouTube videos including:
 - virtual campus tour
 - Middle School
 - remote learning

- PRIDE/PACKS
 - campus stewardship/pets
 - nature integration in academics
- 8th grade graduation car parade event scheduled for 7pm Tuesday, June 23rd, 8th grade video at 7pm on Wednesday, June 24th. Working with Heidi, staff and parents on parade.
- Yearbooks have been challenging to build but will be ordered this week
- Soulstice challenge, first virtual PSCS with whole person approach, submissions will be voted on using a platform that will "catch" their contact to keep a connection with email blasts, tag people from the greater community, get people thinking about serving others, creating, physical challenges, and being silly for a chance to win an Amazon gift card and to do one final push for corporate Sponsors.

Facilities

Randolph Lewis reported:

- Modulars have been removed from campus, and all furniture has been stored in temporary pods
- Teacher workdays were successful and all classrooms were cleaned and organized
- Pick-up Day is being planned for June 30th for students to pick-up items left on campus
- The moving process has begun for teachers who are moving into new classrooms next year
- We received a USAC reimbursement for AT&T bills
- Making plans to construct additional outdoor learning spaces prior to opening in the fall

Operations

Becky Friend reported:

- Appreciation to the Board for its work and productivity this year.
- Imagine Math results are questionable due to the administration of the 3rd benchmark while out on COVID. Possible takeaways are consistent growth potential but continued needed work with proficiency.
- Good staff retention as of today (98%). Still have 3 positions to fill. Of note, Kelley Hood resigned as Academic Dean but will still work in a part-time capacity.
- Summer instructional efforts include associate-sponsored online engagements in June and July and summer jumpstart in August.
- Will submit our state-required Remote Learning Plan by July 20th; will go to all stakeholders before submission.

PUBLIC COMMENTS

None

CLOSED SESSION

The board entered into Closed Session at 7:10 pm, upon a motion being made by Peter Blumenfeld, seconded by Barbara Anne Temple and confirmed via roll call vote of all board members present pursuant to North Carolina General § 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

The board ended Closed Session and entered into Open Session at 7:26 pm upon a motion being made by Peter Blumenfeld, seconded by Barbara Anne Temple and confirmed via roll call vote of all Board members present.

Sandy Knox called for a motion to approve the 2020-21 contract for Dr. Rebecca Friend. Will Weaver seconded the motion. Abigail called for any additional questions or comments; there were none. Abigail 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. Barbara Anne Temple made the motion. Meeting adjourned at 7:28 pm, without objection.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Abigail Jennings".

Abigail Jennings, Chairperson

