



## **Minutes**

*October 15, 2017*

**Welcome** – *Debbie Clary, Chair*

Attendance: Chair: Debbie Clary, Vice: Wes Westmoreland, Dr. Steve Grinton, Betsy Harnage, Dr. Pauline Cahill, Bobbie Horton. Not present - Jayson Philbeck

Public: Attendance: Jimmy Stevens, Parent of 2<sup>nd</sup> and 3<sup>rd</sup> grader.

**Conflict of Interest Statement** *In accordance with the State Government Ethics Act, it is the duty of every board member to avoid both conflicts of interest and appearances of conflict. If any board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the board today, please identify the conflict or appearance of conflict at this time, and refrain from any participation in the particular matter involved.*

**Adoption of Agenda** – Motion made by Wes Westmoreland and 2<sup>nd</sup> Dr. Grinton . Motion carried unanimously.

**Approval of Minutes** September 10, 2017 meeting A Motion by Dr. Grinton and 2<sup>nd</sup> by Bobby Horton. Motion carried unanimously

**Public Comments** *Persons wishing to appear before the Board during this portion of the meeting should register their name and the subject they wish to address with the Secretary prior to the beginning of the meeting. Each presentation will be limited to three (3) minutes. The Board is interested in hearing your concerns, yet speakers should not expect comment, action, or deliberation on subject matter brought up during the public comment segment. Topics requiring further investigation will be referred to the appropriate board committee.*

No public comments offered

**Headmaster Report** *Mr. Robert Brown*

The report updated the board on the final finances and closing procedures for the 3-12 campus construction. The loan repayment will begin in October, 2018, one year after the disbursement of funds. The K-2 campus has experienced roof leaks which

lead to a near future discussion of roof replacement. The fence has been installed around the new playground.

The Curriculum and Professional Development portion of the report showed development of Areas of concentration are as follows:

- Dr. Bullard – K – 2
- Mrs. Muller – 3<sup>rd</sup> – 5<sup>th</sup>
- Mrs. Clary – K – 5<sup>th</sup> Curriculum Support
- Mrs. Brooks and Mr. Brown – 6<sup>th</sup> – 10<sup>th</sup>

Kindergarten is piloting a new Math curriculum developed by Singapore Math.

The school budget is on task without any surprises. The only change is in receipts and a \$202,258 check was received from sales tax reimbursements charged to contractors on the new campus. The annual LGC Audit has been completed and there are no major findings. The final will be sent to the board.

Four new policies were presented in draft form. The board did not take action policies as presented. Betsy Harnage and Wes Westmoreland are reviewing the Social Media Policy. The Office of Charter Schools is being consulted concerning any changes in conflict of interest policies for charter schools. The Student Retention and Placement Policy is being tweaked so the process is written in greater detail with assurances that there are multiple staff inclusions in decision making. There was no discussion of enrollment policy changes at this time.

It was brought to the board members attention that two additional 501c3 organizations were under consideration by staff at PCA. Wes Westmoreland made a motion and second by Betsy Harnage that the PCA Board of Directors would not allow additional non-profit organizations formed in the PCA brand by staff or parents. All fundraising should be done under the umbrella organization of PCAEF or PEAK and the guidelines of each organization would govern the process. The motion carried unanimously.

#### **Dean of Students Report** *Mrs. Bianca Muller*

The Dean's report noted average attendance for student is 97.59%. Testing and Accountability beginning with the grade 3 assessments (BOG 3) were detailed in the report. All grade 3 students participated. Test scores were down from the previous year and an action plan has been put in place by the admin team to address the problem.

**Reports from Committees** *(as necessary)*

**Finance- Operations & Personnel** *Debbie Clary, chair*

No additional report beyond the financial documents presented. The school is in good standing with strong cash reserves.

**Finance – Facilities** *Jayson Philbeck, chair*

No additional report

**Facility** *Wes Westmoreland, chair*

Planning for phase two has started with the Facility Committee. Additional classroom space will be needed in August, 2021. The committee is reviewing the plans and will present during a future meeting. The closing with USDA is expected by November 1 on the current building.

**Curriculum** *Pauline Cahill, chair*

An emphasis on a Computer programming will be taught starting 2019-2020. The job market for coding professionals continues to expand.

**Board Development, Nominating, Bylaws and Legal Affairs Committee** *Steve Grinton, chair*

A new parent liaison to the board will be discussed and voted on at the November meeting. PEAK is making suggestions to the Board.

**Community Relations/Marketing/Grievance** *Debbie Clary, chair*

No report necessary. Community relations covered under enrollment activity and marketing.

**Enrollment Application/Lottery** *Betsy Harnage, chair*

The enrollment committee is working with parents and teachers to work a booth at the Mush, Music and Mutts Festival on Oct 21 to kick-off Enrollment for 2018-19. Mr. Brown has suggested our target number to be 880 enrollment. Our focus will be on Kindergarten. The Lottery will be March 12, 2018.

**Safety and Security Committee** *Sara Tongel, chair*

A written report was submitted after a walk of the school by the committee members and local fire department and police officials. There are plans for a drill in the near future.

**Parent Liaison** *Bobby Horton*

No additional report

**PCAEF Report** *Betsy Harnage, Vice Chair-*

Brenda Page is now the PCAEF Chair. There will be a White and Black with Red dance February 17<sup>th</sup>, 2018 at the Country Club. More information will follow.

**Board Training** *Debbie Clary*

An article cited that charter school enrollment gained 9,630 students last year while district schools lost about 3400 across the state. Charter Schools have been limited to 20% increases in enrollment. State law will change to 30% next year. Several facts about charters were presented in the article.

**New Business**

**Old Business**

**Adjournment =**

Motion made by Betsy Harnage and 2<sup>nd</sup> Wes Westmoreland. Motion carried unanimously.