



Minutes

March 11, 2018

In attendance: Debbie Clary, Betsy Harnage, Pauline Cahill, Robert Brown, Wes Westmoreland, Bianca Muller, Mike Jackson and Jayson Philbeck

Welcome – *Debbie Clary, Chair – Meeting started at 2:01 PM*

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 – *A Motion was made by Wes Westmoreland to accept the agenda. The motion was seconded by Betsy and the agenda was adopted as stated.*

Approval of Minutes - *A Motion was made by Pauline Cahill to accept the February minutes and seconded by Mike Jackson. The minutes were approved.*

Chair Debbie Clary asked the board to go back and approve January minutes, which were inadvertently not approved last month. A motion by Betsy Harnage to approve the January minutes and Pauline Cahill seconded the motion. The January minutes were approved.

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.*

Headmaster Report *Mr. Robert Brown went over the Headmaster report and its various sections. Under the Facilities heading he mentioned that he had a load of gravel put in at the K-2 Campus. The board briefly discussed the widening project in regards to funding.*

He also mentioned the parent workshop coming up on April 26th at 10am and again at 6pm. This will focus on Singapore Math Word Problems.

Mr. Brown turned the floor over to Bianca Muller who explained the examination and analysis of Math-In-Focus. She explained that it is based on Singapore Math and a focus on vocabulary. It was explained that this offers more support to teachers and to students. The support was outlined in the Headmaster Report.

Mr. Brown explained the deep dive in examining modifications to curriculum at the elementary grade level. He explained with 5 years that they have enough data to make objective decisions.

The AdvancEd Accreditation External Review team will be at the school on April 12th and 13th. They will be conducting interviews and attending presentations. This will take place on April 12 between 2:00 PM and 4:30 PM.

Mr. Brown then went over the K-2 Information with the board. He stated that they have made efforts to change reading instruction at this level to show gains in reading skills. He focused on the bar graphs within the report. He then discussed the middle and high school academic information. Teachers are prepping students for the EOGs.

Legal / DPI – He discussed the Charter School Performance Framework submissions and says he'll need to provide a list of board members and their residency.

He briefly went over the community relations section and stated that the Career Fair will be held on April 11th for grades 6-10.

The school is also planning an Industrial Roundtable on June 5th which is hosted by PCAEF. Dr. Caswell Martin is spearheading this event. Debbie Clary stated that she encourages the board to get involved and assist with industry invites. If there is anyone that you know should be invited please send an email.

Mr. Brown then discussed the budget numbers and pointed out in the report from the allotment section of the DPI that there is an additional \$3810 allotted for special reading materials. He stated that the budget is on target and wants to wait until April to make any adjustments from the first quarter.

Mr. Brown informed that enrollment is currently at 720. He stated that they currently have a total of 380 initial applications, with more expected and plan to enroll over 900 students in August, 2018. DPI was set to 880 and there is one last opportunity to change that if it is the desire of the board to increase 25% instead of 20%. Enrollment will be based on 25% increase. ADM will be 916 for next year. Betsy stated they have the sign out on the highway and that they removed reply by March. She asked how long did the board wish for the ad to run? Several said they thought it should be taken down at the end of March.

Action Item: Policy change for Business relationships Mr. Brown stated that it is easier to amend an existing policy and presented the policy suggestion to the board.

Debbie Clary suggested that he add an "exception for tutoring". Wes Westmoreland also suggested that he add the statement "with approval of supervisor." Wes Westmoreland made a motion to approve the amended policy with the following included: allowance of teachers to tutor (outside of the school day) with approval of headmaster, Betsy Harnage seconded the motion and the motion carried.

Dean of Students Report *Mrs. Bianca Muller went over the highlights of her report to the board.*

She noted that attendance is still at 96 % even with colds and flu being an issue. ACCESS and ELLS testing has ended and should get the results soon. She explained the NC DAP Test (North Carolina Diagnostic and Placement Test) and that they were surprised by the math scores. She stated there were six subsections of Math and that they had to pass all six. She said if they miss one subsection that they are failed for the Math portion. Students will be given another opportunity on March 27th and 28th. She stated that the PSAT 10 was given and will have results soon.

Reports from Committees *(as necessary)*

Finance- Operations & Personnel *Debbie Clary, chair stated that Mr. Brown gave the budget report*

from school. She stated that Finance has met twice working on budget adjustments. She stated that the board will have a budget workshop on Monday March 19th at the Joe's Lake campus at 5:30PM.

Finance – Facilities Jayson Philbeck, chair – Nothing to add but did talk with Joshua at USDA, and told him that they would begin the process of the USDA loan for phase two in the near future.

Facility Wes Westmoreland, chair stated that the committee met this week and a couple weeks ago. He stated that they continue to work through construction punch list with the contractor. The committee is in process of getting proposals for completion of the punch list, with the HVAC being the main concern.

Curriculum Pauline Cahill, chair stated that she had nothing additional to report.

Board Development, Nominating, Bylaws and Legal Affairs Committee Steve Grinton, chair was not present.

Community Relations/Marketing/Grievance Debbie Clary, chair stated that there were no grievances all year. She repeated that they plan to end the ad on the billboard at the end of March. Earned media with the Congressional visit and lottery had consisted of front page and internet coverage from the Star.

Enrollment Application/Lottery Betsy Harnage, chair stated that the lottery starts tomorrow at 6 o'clock at the K-2 campus. Betsy stated that she brought Mr. Brown wristbands for student. Signs will be at the table. She said to make sure people put their yard signs out. She also stated that Excite TECH is responsible for the randomizer operations for the lottery.

Safety and Security Committee Sara Tongel, Chair – Debbie Clary said Sara and the committee did a great job this past month. The committee came in and made suggestions and will continue to explore areas to improve safety and security. The committee consist of parents who work for law enforcement and firefighters, as well as Shelby Alarm.

Parent Liaison Mike Jackson said he had a few things to discuss. He stated that there will be a PEAK Spirit Night on Thursday March 15th at Red Bridges BBQ. PEAK will get a percentage of all sales. He also announced the Spring Fling on Friday March 16th from 6-8 pm. He also stated that PEAK and PCAEF are still planning the Parade of Tables for April 14th.

PCAEF Report Betsy Harnage, Vice Chair stated that the Parade of Tables is coming up April 14th. She stated that the GALA was successful. The next event is being planned for October 27th and will be a Masquerade Ball. The location is still TBD. She stated that PCAEF just wrote check for \$14,000 for the School to be used in the Media Center.

Board Training Debbie Clary stated that she had no board training except she would like to tell the board that Mr. Brown is going to Raleigh to give a presentation to a committee regarding funding and we will be sharing that power point with the board.

New Business - there was no new business.

Old Business - Betsy Harnage urged the board to link to the foundation on Amazon.com. She said to go to Smile.amazon.com and link to Pinnacle Academy Educational Foundation. Betsy will also put it on the facebook page.

Adjournment - Motion made by Wes Westmoreland to adjourn and Betsy Harnage seconded. The meeting was adjourned at 3:03pm