



Piedmont Classical High School Board of Directors Meeting Minutes

Time/ Date: December 18th -- 8:00a.m. Place: 4100 Yanceyville St.

Present: John Fink, Kay Chapman, Rich Fifield (mobile attendance), Mike Stainback, Margaret Chase, Chris Butler

Others Present: Mary Catherine Sauer, Lowana Wade, Kenneth Free, Angela Jackson, J. Varsi, E. Pellarin

Call to Order

- The meeting was called to order by J. Fink at 8:16 a.m.
- J. Fink asked attendees to review the minutes from the November 30th meeting.
- *A motion was made by J. Fink to approve the minutes from the November 30th meeting minutes with amendments to the budget regarding the date. The motion was seconded by K. Chapman. The motion was approved unanimously.*
- Margaret Chase was announced as a potential new member to the Board of Directors. Margaret is a graduate of Furman University and Wake Law School. She works as a Real Estate Attorney and has 2 children . She is happy to join the board of PCHS.
- *A motion was made by J. Fink to add Margaret Chase to the Board of Directors at Piedmont Classical High School. The motion was seconded by M. Stainback and unanimously approved.*

Public Comments

- M. C. Sauer addressed concerns with the athletic budget. She addressed concerns about the document that were sent out for review.

Principal's Report

- C. Butler addressed the following issues in his Principal's report:
 - Enrollment Update
 - Board/Admin Team Work Session TBD
 - Recruitment Update

- New Website
- Completed Audit/Audit Report/State Approval
- Renewal Update/January 11th OCS Visit
- Discipline Updates
- AP Scholar School Application and Selection
- Enrollment November 30th--458 (Down -3 (.7%) as compared to last year this time Down -20 (4.8%)

Chairman's Report

- Mr. Fink discussed the following:
 - a. The possibility of holding town hall meetings potentially around the week of the 21st. During this meeting, he will review survey results. To date, Mr. Fink has met with the English, Social Studies, and Science departments to discuss their definition of classical education and what that means at PCHS. Mr. Fink recapped by stating that these discussions were conducted as a way to take the pulse of various departments (determine what is working well, what isn't working well, and how can we improve those things).
 - b. Mr. Fink will be sharing information during the month of February.
 - c. Mr. Butler and Mr. Fink will begin meeting weekly or every ten days to address concerns and increased communication.
 - d. Mr. Fink is looking forward to spring open meetings for families, staff, and students to discuss.

Facilities

- Coach Free shared that the changes had been made to the elevator contract presented at the last board meeting. The contract is a 5 year contract with no year to year option. Coach Free will need to provide verification of the elevator contract changes via the revised version at the next board meeting.
- Parking Lot update -- 50 spaces will be added to the front of the building, these are additional spaces beyond the spaces we have currently.
- Temporary certificate of occupancy will be awarded upon completion of the spaces -- work is slated to be done over the Christmas break
- The new parking spaces will be arched on the grassy part of the existing driveway.
- Suggestion: Look to see if we can revisit the traffic flow.
- Phone expansion financing approval needed by the board--contract needed

- In the facilities meeting, the committee had a phone conference with BB&T, ACD, and Taft reps. Things discussed during the call:
 - a. Benefits of going with BB&T for financing -- Better financing conditions and quicker path to ownership of PCHS
 - b. Inclusive of one bond -- quicker route to ownership
 - c. ACD wishes to sell our bond in the future
 - d. Lower rent cost
 - e. Timeframe to begin this process -- February/March
 - f. Point of clarity: PCHS is presently leasing from ACD.

Budget

- Budget Increase of \$200,000 -- Attributed to EC student increase
- Revised budget that says 11/30 (changes per minutes)
- Student Activities budget is robust for academics as well as athletics
- Salary line item includes bonuses
- Fiscal year July 1st -- June 30th
- Change EC number to 72 students
- *A motion was made by J. Fink to approve the budget with changes (see above). The motion was seconded by R. Fifield and unanimously approved.*
- Rich Fifield signed off at approximately 9:29 a.m.

Academic Committee

- The Academic Committee will meet on January 2nd.
- A draft list of agenda items will be emailed by J. Fink.
- Possible Make Up Days for Snow
 - Proposed
 - December 10th -- banked hours, December 11th -- February 11th, December 12th -- March 22nd, and December 13th -- banked hours
- *A motion was made by J. Fink to approve the makeup dates that were proposed by school officials (see above). The motion was seconded by M. Stanback and passed unanimously.*
- Coach Free shared an update of PCHS's national basketball rankings.
- M. Chase needs to be added to the Piedmont Athletic Emails and staff information.
- M. Stanback complimented Coach Free on the work he is doing with the Athletic program at PCHS.
- *A motion was made by J. Fink to retire to closed session and was seconded by Kay Chapman. The motion unanimously approved.*

****** The Board Retired to Closed Session ******

- Board returned from closed session to discuss the expulsion of a student from PCHS.
- *A motion was made by J. Fink regarding a confidential student and their expulsion from Piedmont Classical High School. The motion was seconded by Kay Chapman. The vote was 3 for and 1 abstention. The motion passed.*
- *A motion was made by J. Fink to approve the hiring of A. Costen as the new Rhetoric teacher. The motion was seconded by K. Chapman and unanimously approved by the board.*

Adjourn