



Piedmont Classical High School Board of Director's Meeting Minutes

Time/ Date: October 23, 2018 -- 8:00a.m. Place: 4100 Yanceyville St.

Present: John Fink, Kay Chapman, Rich Fifield, Mike Stainback (10:00)

Others Present: Mary Catherine Sauer, Chris Butler, Annette Gilliam, Lowana Wade, Kenneth Free, Angela Jackson, Tara Culbertson, Erin Pellarin

Call to Order

- The meeting was called to order by J Fink.
- *A motion was made by J. Fink to approve the minutes from the September 23rd meeting and seconded by R. Fifield. The motion passed unanimously.*

Public Comments

- Tara Culbertson shared information about the Beginning Teacher Support Program (BTSP). This plan discusses the implementation of support for Lateral Entry and beginning teachers in years 1 to 3 of employment. She further talked about how teachers would be supported by mentors and staff members over the next several years and the need for annual and summative evaluations as part of the process.
- *A motion was made by J. Fink to approve the amendments to the BTSP. The motion was seconded by R. Fifield. The motion was unanimously approved.*
- During public comment, the parent of a student began to discuss her position on why her son should be allowed an opportunity to return to PCHS. It was at that time that Mr. Fink asked for the board to move into closed session to hear more from the parent.
- *A motion was made by J. Fink to move into closed session. The motion was seconded by K. Chapman. The board retired to closed session.*

Principal's Report

- C. Butler discussed the following items during the principal's report.
- ADM – Has been set at 461 students in PowerSchool
- Results were given about the Quill and Quiz Bowl teams 3rd place finishes
- Discipline updates – ISS and OSS are being given, fewer infractions are being seen, weekly drawings to begin for perfect attendance, students to be awarded Caught Being Good tickets
- Release of DPI report cards postponed until Spring

- Upcoming testing updates (PSAT and Pre ACT)
- Beginning of benchmark testing for the first quarter
- Visit to Acadia in Raleigh and Rutherfordton (introduction of new lunch program — pilot school)
- More in house control as it relates to PowerSchool at PCHS (saving the school approximately \$10,000)
- 1st progress reports to go home October 4th
- Monthly fire drills are being continued
- Staff completed blood borne pathogens and Diabetes training
- New fire extinguisher mounted by elevator to meet compliance
- Doors locked by 8:30 am daily (exception – office door)
- Marketing team met to discuss promotional video
- Triad Showcase (November 1st)
- Enhancement of Facebook with targeted ads

Cash Flow

- Ms. Jackson distributed the October cash flow documents.
- PCHS is under budget and working with a 3% surplus
- Board approval required for 5 year projections — recommendation to look at more conservative numbers for the projections
- Strengthened and simplified record keeping processes
- *A motion was made by J. Fink to retire to closed session to discuss a personnel issue. The motion was seconded by K. Chapman. The board moved into closed session.*

EC updates

- Mrs. Gilliam shared the following information:
- 72 EC students at PCHS as of 10/23/2018
- 504 plans are being updated and brought into compliance by Mrs. Williams
- October 31st documents due to OCS for renewal (already completed)

Committee Reports:

- **Academic:** The academic team discussed the addition of the supplemental text (Core Plus) for NC Math 1 course. Ms. Ramsey provided board members a detailed listing of how the text would be used to support instruction.
- *A motion was made by J. Fink to approve the use of the supplemental text (Core Plus) for Math 1 course. The motion was seconded by R. Fifield. The motion was unanimously approved.*
- **Governance:** No meeting has been scheduled at this time (Waiting for Committee Appointments)
- **Finance:** A. Jackson presented the cash flow information on the monthly cash flow report. The attendees were also given Acadia's Budget report. The report was generated based on a 461 ADM. Monies have not been added for

the Exceptional Children's Program. Cash flow numbers have been adjusted for textbooks and technology. Title 1 money has been added for remediation and study hall.

- **Facilities:** Scott Tyson provided a detailed budget about the cost associated with adding a football program (including projections and a potential schedule). The board wanted additional time to review the materials shared by Coach Tison. M. Sauer and K. Free provided updated information on the proposed completion of the construction projects at PCHS. Discussion included: completion dates for the new wing, the additional parking spaces required to meet the certificate of occupancy, and completion projects as it relates to the new gym (i.e floor stripping, lockers, scoreboards). To help address construction concerns, Jason Guffey – Project Manager was in attendance. Jason also discussed the specifics of the bond to help with the possible construction of an athletic field house that would be inclusive of a football field. It was at this time, the group began to look at various field options. Coach Free shared information about the proposed new phone contract to be utilized at PCHS. Additional information was required before the board could make a decision on the upgraded plan. He also discussed the Bobcat Classic schedule and the teams that have been invited to participate in this event. He also discussed the expected financial profit to be generated from this tournament. Booster Chair, Mrs. Martin shared her appreciation and support for the Classic and all the support from the PCHS family.
- **C. Butler** shared his excitement for the work that has begun on the new website. The group also discussed the addition of an outdoor sign to help with marketing of the school. The sign requires the vote of the board to enter into a contractual agreement. Free also provided an update on the air conditioning concerns and the new contract. A formal contract has not been reached, the board will revisit this information at a future meeting. Free shared that Mrs. Verschaeve's unit was in the process of being repaired. Berico is continually working on unit repairs.

Chairman's Report

- Mr. Fink will focus on the following concerns:
 - a. Finalize Committee Membership for the 2018-2019 School Year — Mr. Fink will be soliciting for new members for each of the PCHS committees. He will be actively seeking members to fill vacant positions on the governance, academic, finance, and facilities committees.
 - b. Classical Conversations will begin soon between Mr. Fink and each Department and Staff member — Mr. Fink will be conducting departmental

meetings with PCHS staff to get a pulse on what is happening within the school and determine what staff thinks is “classical education”. Additionally, he will be working to develop a staff and parent survey to identify needs and get a better idea of the direction that PCHS is heading for the future.

Other Business:

- Per policy...C. Butler recommended for approval the following date for the missed day due to hurricane conditions – December 19th (half day).
- *A motion was made by J. Fink to approve the proposed make up day, the motion was seconded by R. Fjfield. The motion was approved.*

Issues Tabled

- Letter from Senator Tillis
- AP Academy
- Freshman Academy

Personnel

- C. Butler presented the following individuals for board approval. The addition of these individuals will make PCHS a complete staff.
- Rhetoric position filled (K. Maxwell) and PE position filled (G. Cousar – effective 11/1/2018) --pending board approval
- *A motion was made by J. Fink to approve the candidates for the Rhetoric and PE position, the motion was seconded by M. Stainback. The motion was approved.*

Adjourn