

*Dare to Soar*



# PINNACLE

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## CLASSICAL ACADEMY

### Board Meeting Minutes *February 9, 2014*

**Call to Order / Welcome** –Wes Westmoreland, Chair

Attendees: *A quorum present of Wes Westmoreland, Debbie Clary, Dr. Pauline Cahill, Betsy Harnage, Dr. Carolyn Jackson, Gary Ritchie, Dr. Stephan Grinton, and Dr. Danielle Robertson, Brandon Jaynes*

**Approval of Minutes** --*January, 2013 Board Meeting Minutes approved.*

**Public Comments** – *no comments*

#### **Reports from Committees**

**Legal** — *Brandon Jaynes – Debbie Clary- Attorney working on issues as necessary.*

**Lottery-Enrollment Report** – *Betsy Harnage— Dr. Robertson reviewed current numbers for the 2014-2015 enrollment. PCA Flyer sent out to leave with daycares to encourage enrollment in Kindergarten classes. Wes asked for Flyer to be presented at PEAK meetings. March 14<sup>th</sup> last day for enrollment applications. Can continue to take apps but names will go to bottom of list until October 1<sup>st</sup>. Debbie suggest PEAK parent bring guest parents to meetings for year round applications.*

**Facility Report**—*Debbie Clary – Meetings continue with Clearwater. Awaiting on letter from Army Corp. Next stage – will post Public Announcement in newspapers for 30 & 15 days – Notice of USDA Loan. Dr. Robertson to meet with Lead Teachers to review plan for interior of building with architect. Latest plan does include larger classrooms and larger windows as requested during previous meetings with teachers. Debbie will call a Facilities Committee meeting to review plan. A Plan of Action on 2014 STEM Lab is in review.*

**Finance/Budget** – *Board Chair Wes Westmoreland states there is more research to be done on the report; with complete report to be presented in March. Gary Ritchie will in future reports rely on digital copies; summary page will be a hard copy from Acadia.*

**Parent Representative Board Member** – *Dr. Pauline Cahill – Dr. Jackson has meetings setup next week with IB schools. More information to come. Last town hall went well even though small group. Parents requesting tutoring. Dr. Cahill will present info from the Board to the PEAK meetings. Dr. Cahill will start helping with IB program.*

**Community Relations/Marketing** – *Debbie Clary—Flyer distribution. New banner in front of school. Brochure from students; new one on line. Extracurricular activities are being arranged.. Researching how other schools handle enrollment; one is they use the PEAK meeting for guest parents to attend meetings and and to tour the school. Other ideas are appreciated. Students doing a great job as ambassadors and leading tours for the school. Would like to have specific townhalls for local Daycares. Can go back to the larger townhalls if the Board approves.*

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*Debbie will ask St. Mary's to schedule a townhall. Would like to have a townhall at Aldersgate Church. Betsy Harnage stated we can probably get a date with La Petite Academy. Wes try to get a date and will need one other Board member to attend the Townhalls as schedules allow.*

**Headmaster Report** — *Dr. Danielle Robertson – will follow up with fourteen students to obtain Letters of Intent responses. Reviewed portion of report on STEM Lab. Presented numbers requesting the STEM lab and requested approval from the PCA Board to request funding from the PCA Foundation. Dr. Stephen Grinton made motion to approve, Dr. Carolyn Jackson seconded; all in attendance voted in the affirmative. Motion passed. Policies and forms listed by Dr. Robertson presented for approval. Gary Richie made motion to approve, Betsy Harnage seconded; all in attendance voted in the affirmative. Motion passed.*

**New Business** – *Next PCA Meeting will remain at 2 pm on March 2<sup>nd</sup>; will accept reports.*

**Old Business** – *no old business*

**PCA Education Foundation** — *Betsy Harnage – sell tickets to the Celebrity Waiter Event on Saturday, February 22<sup>nd</sup>. Looking forward to a fun time for all.*

**Adjourn** – *Motion to adjourn made by Betsy Harnage, seconded by Dr. Pauline Cahill. All in attendance voted in the affirmative. Motion passed.*