



Minutes

November 10, 2019

Welcome – Debbie Clary, Chair called the meeting to order at 1PM.

In attendance: Debbie Clary, Wes Westmoreland, Betsy Harnage, Pauline Cahill,, Shelly Bullard, Wendy Clary, Jeff Ziegler, Angela Brooks, Jason Philbeck, Becky Sain, Phyllis Nowlen, and Mary Stockham – Parent Liaison were in attendance.

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 *with addition of a Closed Session per N.C.G.S 143-318.11(a)(1). Motion made by Betsy Harnage and 2nd by Wes Westmoreland. All 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. No one registered to speak.*

Administration Reports

Dr. Shelly Bullard gave her report as presented to the board.

Action Items:

- Approval of Procedures for Facility Use – postpone until later meeting.

Facility

- **Facility Use Procedures**
 - Attached is the draft for our Facility Use Policy. The specific wording is listed below.
 - What fee should be charged for community use of the facility?

GENERAL STATEMENT

- The Board of Directors of Pinnacle Classical Academy recognizes that the primary purpose for the use of school facilities is to deliver its education programs. The Board of Directors may allow the use of school facilities for approved school-related and community activities.
- Determination of the after-school use of buildings, facilities, and equipment is vested in the Board.

- The School Administration and/or Board shall administer the Board's rules and regulations concerning the use of school facilities and shall control the assignment of such facilities to requesting organizations.
- School functions and regularly scheduled co-curricular activities shall have priority over any and all non-school uses.
- The use of school facilities will not be granted for any purpose that is prohibited by law or found to be contrary to the educational mission of the school.

REGULATIONS

- The School Administration, in conjunction with the Board of Directors, shall coordinate the scheduling of the use of school facilities, shall be certain that all insurance certificates are provided in advance of the event and verify that the Building Use Form is complete. The Board expressly reserves the right to reject any application, to revise the rules, regulations and rental charges at any time, and to revoke permission for use previously granted.
- All organizations shall schedule their facilities no less than one month in advance of the planned date of use through the building administration.
- All organizations must complete an application form before Board action on approval can be initiated. The individual completing the application will be responsible to the Board for any problems arising from the group's use of school facilities.
 - The following factors are to further guide community use:
 1. A certificate of insurance shall be required as appropriate to the particular use;
 2. No alcoholic beverages may be brought onto school property at any time;
 3. Tobacco use shall not be allowed on school property at any time;
 4. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school.
 5. Formal approval of buildings and grounds use will only be granted to recognized organizations and groups
 6. Any approval of the use of school facilities requires the signing of Facility Use Agreement setting forth the conditions of use;
 7. Application for use is to be made through the school administration, with final approval determined by the Board of Directors;
 8. Repeated use may be denied to any group which has not demonstrated appropriate conduct and care.

Personnel

- Mrs. Casey Whisnant, 2nd grade teacher, has resigned effective November 26.
- Mrs. Kimberly Guffey, who was formally a teacher assistant with us, has completed her student teaching with Mrs. Whisnant and will be filling that open position.
- Mrs. Leighia Jones will move from temporary teacher assistant to permanent teacher assistant.

Legal / DPI:

- Performance Framework
 - Submissions for November:
 - Board Admission and Enrollment Policy
 - Lottery Application
 - Board Membership List
- **eRate**
 - This year starts the new 5-year funding cycle. I will be attending the filing "boot camp" on November 18 & 19. We should have access to another round of funding. In the last cycle, we received \$137,741.23. Hopefully, I will know the per-pupil allotment after the meeting on the 18th.

Curriculum & Instruction

- **PLCs**

- Actively disaggregating and analyzing data from iReady Diagnostics, teacher data, and Running Records to make appropriate modifications to our pacing, instruction, and assessment.
 - Targeting at-risk students for supplemental instruction. This includes LLI, small group instruction, targeted iReady assignments, etc.
 - Continuing to see strong reading results from our LLI implementation for reading.
- **Running Records**
 - At this time, 75.5% of our first and second grade students are reading AT or ABOVE grade level expectations. This is compared to 79.5% last year (2018) and 51% the previous year (2017). As the year moves on and the grade level proficiency expectations rise, we will need to keep an eye on these results to be sure our students continue to grow.
- **Teacher Observations**
 - The first round of teacher observations has started. Beginning teachers (1-3 years' experience) will have 4 observations during the year. Teachers who are new to PCA but have over 4 years' experience will have 2 observations. Teachers who have 4 or more years of experience will have 1 observation.
- **Kindergarten Continent Cafe**
 - Kindergarten hosted their annual Continent Cafe on Thursday, October 25, to wrap up their study of the continents. We had 30 parents volunteer to help with this event. Each of the 7 continents were represented with food to try, a craft or activity and a story.

Enrollment Report

- **Enrollment Kick-Off**
 - As of November 6th, we have 42 applications for the 2020-21 school year. The majority of them are kindergarten (29)
 - The Enrollment Committee met November 6th to discuss advertising, projections, and upcoming marketing opportunities.
- **Enrollment at 20th day**
 - As of the 20th day of school, we had 988 students enrolled.
- **Current Enrollment**
 - Currently, we have 971 students enrolled. Withdrawal numbers and reasons for withdrawals are available for your review

Enrollment as of 11/6/19:

Grade	Students
Kindergarten	119
First	110
Second	105
Third	100
Fourth	84
Fifth	97
Sixth	92
Seventh	63
Eighth	53
Ninth	59
Tenth	27
Eleventh	34
Twelfth	28
Totals	971

Upcoming Activities K-2

- November 12 - PEAK meeting 6:00 at K-2
- November 16 - Holiday Vendor Show
- November 19 - Kindergarten Field Trip to Discovery Place Kids
- November 22 - PEAK Lunch
- December 3 - 2nd grade Concert 6:00 at Don Gibson

Administration Reports Continued

Wendy Clary

Dr. Watson

Angela Brooks

Jeff Ziegler

Students Educated in Cleveland County
A Report to the Board of Directors of Pinnacle Classical Academy
November 10, 2019

	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
Pinnacle Classical Academy (Month 1)	987	891	736	581	469	370	308
Cleveland County Schools (Month 1)	14196	14293	14520	14737	14968	15118	15064
private schools	available in 2020	149	154	153	143	136	130
home schools	available in 2020	1560	1540	1454	1374	1259	1144
total K-12 students in county		15333	15410	15471	15580	15624	15502
Pinnacle Classical Academy's market share of students educated in the county		5.81%	4.77%	3.76%	3.01%	2.37%	1.99%

Reports from Committees *(as necessary)*

Finance- Operations & Personnel *Debbie Clary, Chair*

Facility *Wes Westmoreland, Chair*

**Facilities Report
November 2019**

K-3 Expansion - Stan:

- Anchor bolt layout and building structural reactions are expected the week of November 18th from Whirlwind Buildings.
- Our Structural engineer is on standby to begin work coordinating the foundation design with the building reactions.
- The final building shop drawings from Whirlwind are due the week of November 25.
- The architectural drawings will be coordinated to those shop drawings to create a set of drawings, matching dimensions, and incorporating the addendums issued to date.
- The Structural engineer should be able to finalize his foundation drawings once the final shop drawings are received from Whirlwind the week of November 25.

K-3 Ronnie/David:

- Now that we have some exact dates to work with I have talked with my subcontractors and everyone is ready. I have stressed the importance of moving as fast as possible to make sure we will meet the schools deadline.
- At this time I am not concerned if the weather doesn't throw us a curve.
- Working with ATT to get the last utility relocated. Setting up meeting with stair builder and brick mason to get metal work started so it will be ready.

Fieldhouse (From Strickland)

- All block masonry work has been completed from basement floor level to main floor level. First of next week we will set the steel beams and deck.
- In the up coming month we should get the basement slab poured and the concession slab poured. We will be waterproofing concrete basement walls and back filling. Then we will begin on the upper footings, plumbing under bathroom slabs and preparing to pour the bathroom slabs.
- First of December we will continue with the remaining block masonry so we can frame the upper floors and roofs above the bathrooms.

Courtyard (From Strickland)

- We have completed all concrete. As of Thursday we have completed the column bases and caps. We still have to fill, sand and paint the columns. We removed all safety fence and seeded and put down straw around the courtyard today. We also mulched the two planter areas on edge of courtyard today.
- Saturday and Sunday I have someone coming to pressure wash the brick and sidewalks off. Tomorrow we will continue to work on the columns and install the aluminum ramps Wes purchased.
- Next Week hopefully we will be working on trying to get the columns painted and the flagpole installed. Adam with Cleveland Electric should finish all the electrical on the exterior tomorrow. He will pull the wire inside the building Saturday. Monday evening all lights on Arbor should be working.
- I think by the end of next week we will be 95% complete with the courtyard/arbor project. I need to know what time the event is Wednesday, do we need to avoid all work on site that day?
- Wes- Spoke with Creative Big Print again, they are recommending that the 'U' in Lyceum be cut from metal, painted, then mounted. Chandler is working with Roger/Strickland on best mounting method. There is at least a small chance it will be up for ring ceremony on Wednesday.

Gym

- Settle has heat strips in gym unit at rear of building working. Had to order different interface for unit at front. Both should be operational within the week.
- David plans to build storage in gym during Holiday breaks.

Phase 2 (Roger)

- Still need to finalize needs and get info to Roger for him to move forward. Will need to include storage areas. Need to set date when facilities and admin can meet.

Curriculum *Pauline Cahill, Chair*

Board Development, Nominating, Bylaws and Legal Affairs Committee *Betsy Harnage, Chair*

- Mary Stockham was recognized for her year of service as the Pinnacle Board Liaison.
- Betsy Harnage made a recommendation for a Committee for Pinnacle and PEAK Community Relations and have Mary Stockham, Betsy Harnage and the Board Chair to be on this Committee. Mary will be in charge of things such as the Christmas Parade with Mandy Abernathy assisting her. The recommendation was approved by the Board.

Action Item:

- Nominate Bobby Dearmin as the new Liaison for PEAK to the Pinnacle Board and begin serving in January 2020. *Betsy Harnage made a motion, 2nd by Wes Westmoreland and unanimously approved by the Board.*

Wes Westmoreland gave a brief background and qualifications of Bobby Dearmin.

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

Enrollment Application/Lottery *Betsy Harnage, chair*

Safety and Security Committee *Sara Tongel, Chair*

Parent Liaison *Mike Jackson*

PCAEF Report *Betsy Harnage, Vice Chair*

Board Training *Debbie Clary*

New Business

Old Business

Closed Session *Motion made by Betsy Harnage and 2nd by Wes Westmoreland, All Approved to go into Closed Session per N.C.G.S 143-318.11(a)(1).*

Reconvene in Open Session - *Motion made by Wes Westmoreland and 2nd by Betsy Harnage, All Approved to go into Open Session.*

Adjournment *Becky Sain made a motion to adjourn and Wes Westmoreland seconded. Meeting was adjourned.*