



## BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on May 16, 2017 at 6:00PM. Before being called to order, the Board enjoyed a concert performance by the Middle School band.

### I. Administrative

- A. The meeting was called to order by Jack Moore at 6:25pm**
- B. Board Members Roll Call:** Mark Bowden, William Quantz, Dr. Jean Chandler, Jack Moore, Alys Campaigne, John McFarlane, Dr. Jennifer Albert, Dr. Tim Gott (ex-officio), Keith McElveen; Absent: Walter Loiselle
- C. Mission Statement:** PSA exists to meet the distinctive academic, social and emotional needs of gifted learners.
- D. Public Comment:** None. Chris Geary, School Liaison for Joint Base, and Win Gasperson attended.

### II. New Business

#### A. Financial update - William Quantz

##### 1. Financial Report

William sent the quarterly financial report out earlier this month for review and approval before being submitted to the bank. He then presented information on bond financing options prepared by TD Securities. Conventional financing of an additional loan to cover a building addition is unlikely. Instead, we could find an institutional buyer of the bond and leverage it for more debt. Jack suggested that we establish an ad hoc committee to look at financing options in the context of potential expansion. Keith offered to Chair the committee. Other members are Mark Bowden, John McFarlane, William Quantz, Jack Moore and Tim Gott.

William then shared a copy of the current financial policies and procedures. The draft will be finalized for approval next month. The bank is sending a new signature card that will arrive this week.

### III. Principal's report – Dr. Tim Gott

Dr. Gott presented his monthly report. He has worked with an architect, William Scottsman and a Georgia company to better understand budget and design options for the learning cottages. New school building regulations require more expense than initially anticipated. Cottages will have to be built to spec and then leased, with the highest bid coming in at \$95,000 for two units. There is a four-month process to design and build

these and get OSF approval. Funding would come from the surplus generated by our having conservatively projected per pupil anticipated income rates which ended up being \$100 higher than projected per student over the past two years.

Joint Base has announced that it does not want to prorate our rent until we reach a school-wide 20% threshold for students of military families. Additional land acquisition is unlikely in the near term. This is a difficult issue to address since we only began doing the set-aside two years ago for incoming grades and demand has not been particularly high for incoming military students. All military students who applied were accommodated this year and last in the sixth grade lottery.

New preliminary ACT scores have come in. 43 juniors took them and our average jumped to 24.12, 6 points higher than the state average and 4 points higher than the national average. EOCs for US History came back and all students passed.

Dr. Gott and Jack attended a School of Distinction recognition event in Columbia on May 11<sup>th</sup> where he talked with Dana Abbott at the District about updating our operating charter. The academic piece and goals are complete. PSA staff is planning to completely update the document this summer with a plan to submit by August/September. This would renew our charter for ten years. Liz Aust, is leading this effort having worked on charter documents for previous schools.

Keith mentioned parent concerns about changes to the House System and LEAP Day which they see as valuable and core to the school's identity. Tim heard the concerns and responded that the administration and staff agree that these are important traditions. Changes were made to modify the House System to make the time spent more meaningful and focused on service. Town halls, the point system and house cup will be retained, and advisory opportunities will be expanded. He also noted that he has been working with Ms. Corrigan Rutherford and Ms. McCants as the new Assistant Principal team to develop strong plans for professional development, scheduling, and student learning and support. The Board suggested an end of year communication to parents that summarizes the changes and rationale.

The technology committee reviewed our school's IT system and ways to improve it. The committee recommends we change the service contract to the Software Solutions and Design Company which costs \$200 more a month than the previous provider but offers improved services. SSDC specializes in school systems and has better IT support services.

Dr. Gott is also planning on getting a security system in place this summer. He is actively seeking additional vendor proposals.

### **III. Updates**

#### **A. Policy & Human Resources – Keith McElveen/ Alys Campaigne**

Alys gave a brief overview of the State Alliance Training. Jennifer, Jack and Alys attended. The importance of regularly reviewing achievement metrics was reinforced as a primary responsibility of board members. The Academic Committee will explore options and come up with a workable format.

#### **B. Development and Fundraising**

Tim presented Walter's fundraising report. A development project team met last Thursday at Blackbaud to learn more about using etapestry to better coordinate development record keeping, follow up, and outreach. Jennifer Hildebrand would be the data collector for the system. It costs \$1,500 a year. Walter will pay for the first year's expense. The board approved use of the system as it should pay for itself as a fundraising resource.

#### C. Military – John McFarlane

John provided a broader update of the meeting with Joint Base. Colonel Lyman is firm on not prorating rent until the 20% threshold is met. It is understood that it is not possible to reach the full threshold at current levels of applications. The lower grades have higher than 20% military student enrollment but total enrollment is just over 13% since this process started late in the school's creation. Chris, the School Liaison will assist with the recruitment effort. John has suggested revisiting the issue in the fall with new leadership.

#### D. Facilities – Dr. Mark Bowden

Mark updated the group on the status of painting estimates for the hallways. The amount of space to be painted is roughly 12,000sf. Two of three estimates are in hand - all were referred by Sherwin Williams. One is roughly \$13,500. The other is \$12,600. Water-based epoxy will be used. When the third estimate comes in a contract recommendation will be made for board approval. Floor waxing will happen the third week of June and ideally the painting would happen before July 1. Costs will come out of the capital budget.

#### E. Communications – Jack Moore

Jack recognized the PSA soccer team for winning State A level in their first season. The board discussed better organizing and showcasing awards and achievements. Shelving in the front could be used.

Win Gasperson will head up a board nomination committee for fall elections.

John asked about how we celebrate our school's birthday, March 20, 2009. This is the first year of PSA having graduating students who started in sixth grade. He encouraged the school to commemorate the milestone.

#### F. Academic Excellence – Tim Gott

No additional report.

### **IV. Action Items**

Jean made a motion to change the contract for the school's IT system to Software Solutions and Design Company. Mark seconded it. All approved.

Jean made a motion, John seconded it, to approve use of etapestry software. All approved.

### **V. Adjournment, Next Meeting June 20, 2017**

Meeting was adjourned at 7:45PM, after recognizing it is Dr. Gott's birthday!

Your Governing Board

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