



## BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on June 20, 2017 at 6:00PM.

### I. Administrative

- A. **The meeting was called to order by Jack Moore at 6:08pm**
- B. **Board Members Roll Call:** Mark Bowden (excused), William Quantz, Dr. Jean Chandler, Jack Moore, Alys Campaigne (by phone), John McFarlane, Dr. Jennifer Albert (by phone), Dr. Tim Gott (ex-officio), Keith McElveen (by phone); Walter Loiselle (by phone)
- C. **Mission Statement:** PSA exists to meet the distinctive academic, social and emotional needs of gifted learners.
- D. **Public Comment:** One parent in attendance.

### II. New Business

#### A. Financial update - William Quantz

William summarized the April financials. We are past the 135 day mark so the revenue numbers are set. Revenue is approximately \$290,000 over budget. Ordinary income is \$64,000 over the annual budget, \$183,000 over the year to date budget. May numbers will be circulated by email for review and approval since there is no July board meeting.

Keith asked about adding an account to distinguish “rainy day” reserves necessary for the bond covenant from potential building fund or endowment reserves. William responded that this was a good idea and suggested we address it after we finish this first fiscal year in the building.

William is finalizing the draft of the financial policies and will circulate it with the May figures for review.

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

Dr. Gott provided his monthly update. Since we were named a School of Distinction by the District, PSA will see a roughly \$45,000 revenue increase as the PCSD will reduce our management fee from 2% to 1% of our annual revenue.

Dr. Gott is working with the building architects and permitting teams to try to get the learning cottages up and running by fall. The permitting process at the Office of School Facilities is notoriously slow. If there isn’t approval by July 1, trailers won’t be in place in August. In that case, there is a back-up plan until they would be in place in October.

He also mentioned that the soccer coach was interested in the possibility of recognizing our state champion soccer team with team rings. This prompted discussion of how the school recognizes outstanding athletes or scholars in general. Team and club recognition funds and events were determined to be more appropriate as an athletic booster club or PCA activity rather than a board function. The board is supportive of a plan to build a trophy case for the front of the school to display awards from all of the clubs, academic, arts and athletic achievements. We are looking for contacts of individuals or companies who may be able to build the case.

There were several recent new hires including a new chorus teacher, a part time musical theater teacher, and a chemistry teacher. Our counselor, Ms. Cannon, is leaving. Replacement candidates are being interviewed. Dr. Gott is very positive about the energy and talent in place for the upcoming school year.

He also shared a preliminary data dashboard via google docs to track information on enrollment, budget, and academic performance. The board was asked to review what is in place and suggest additional metrics to add. He reviewed the background behind the favorable revenue returns for the year based on student counts, percent of AP courses taken, and gifted and talented students.

### **III. Updates**

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

The charter update is underway, led by Dr. Aust and Dr. Gott with a goal to have a rewrite complete by late summer. The financial policies are being finalized.

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

Walter gave an update. Etapestry is in place and he is helping make sure it will be up and running in August. He is assigning roles and meeting with the working group to prepare for an instructor-led workshop that will roll out the program before school starts.

#### **C. Military – John McFarlane**

John spoke with the Colonel's office to schedule a meeting in September after the transition is in place.

#### **D. Facilities – Mark Bowden**

Dr. Gott provided an update in Mark's absence. The building painting will be complete next week and the floors have been waxed. The security system has been installed. There are 24 indoor cameras and 5 outdoor cameras in place. There are key fobs and a buzzer system for the front door and the desk staff is very happy with the new system. A mag lock perimeter is still being pursued. Options for installation of LED light fixtures are being reviewed to reduce operating costs on the energy bill. The project would not be part of a long-term contract.

#### **E. Communications – Jack Moore**

No report.

**F. Academic Excellence – Tim Gott**

No report.

**IV. Action Items**

Financial policy approval was deferred to a later email vote.

**V. Adjournment, Next Meeting August 15, 2017**

Meeting was adjourned at 7:08PM.

Your Governing Board

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