



Board of Directors
Meeting Minutes
1.11.2022
27 Balm Grove Avenue
Asheville, NC 28806

Board Members: Gene Bell (Chair), Robby Russell (Treasurer), Susan Shanor (Secretary), Dwight Mullen (Director), Andy Barnett (Director), Kathey Avery (Director), Kerry Freidman (Director), Gordon Grant (Director), David Robinson (Director)

Present:

Gene Bell
Robby Russell
Susan Shanor
Kerry Friedman
Andy Barnett
Gordon Grant (arrived 5:45)
Kathey Avery (arrived 5:52)

Absent:

Dwight Mullen
David Robinson

Additional Persons Present: Dr. Sherry Poole, Wendy Matayabas

I. Opening and Quorum:

The regular meeting was called to order by Gene Bell at 5:40 PM with five of nine members present.

II. Public Comments:

There were no public comments.

III. Approval of Consent Agenda and Minutes

Andy Barnett moved to approve the 1/11/2022 agenda, Kerry Friedman seconds. All unanimously agree and motion carries to approve agenda. Robby Russell moves to approve minutes from the 11/9/2021 Board Meeting, Susan Shanor seconds. All unanimously agree and motion carries to approve minutes. Gerry Friedman moves to approve the 12/14/2021 Special Meeting Minutes, Robby Russell seconds. All unanimously agree and motion carried to approve minutes. Andy Barnett moves to approve the PEAK mask policy, Gerry Friedman seconds. All unanimously agree and motion carries to approve mask policy.

IV. Review and Approval of Katy Ridnour contract to write application for National School Lunch Program

Susan Shanor explained that the Application for the National School Lunch Program is too lengthy and time-consuming for PEAK personnel or a Board member to complete. Katy Ridnour is a very experienced grant writer and is knowledgeable about PEAK, having assisted in the writing of the PEAK Charter. The National School lunch Program is estimated to save PEAK at \$45,000 per year. Kerry Friedman moved to approve the contract as long as it does not exceed \$6000, Susan Shanor seconded. All unanimously agreed and motion carried.

V. School Leader Report

Dr. Sherry Poole presented the attached School Leader Report. There was discussion around number of openings in kindergarten. After discussion Dr. Poole was instructed to make the decision.

VI. Financial Report (Robby Russell)

Robby Russell reviewed the 12/1/2021 – 12/31/2020 financial report. Robby with the School Leader, Business Manager and Acadia is beginning to build the financial model for the 2022-23 school year. Petway Mills & Person PA will begin the 2020-21 soon. The 401K plan has been signed and sent to Wells Fargo. Details will soon be rolled out to teachers and faculty. Robby is scheduled to begin annual renewal discussion with our insurance carrier.

VII. Fundraising (Susan Shanor)

Susan Shanor reported some campaign highlights; tremendous community goodwill, surprise gifts, generosity of Missio Dei Church, and 96 donors. No tours are planned during January due to Covid and giving teachers/scholars to return to school routine and changes without interruption from visitors. Tours will resume in February. Susan reported that she is temporarily halting active fundraising until PEAK has developed a preliminary 2022-23 budget and the Board knows how much we need to raise and what we need to raise money for and can develop a campaign message. Business Manager Wendy Matayabas will transfer donor information into Donor Perfect, and Andy Barnett offered assistance from his staff to answer questions. Susan reminded the Board to share any grant ideas and to continue to expand friend/donor base. A PAPA parent, Cody Stokes, has approached Dr. Poole and Susan about parents organizing a spring festival for families on the playground. Andy Barnett said he would review the contract with the church to make sure it was not prohibited. The Board also discussed that PEAK would need to look into an insurance rider for the event and that PAPA would need to present a plan and work with a “point person” at PEAK whom Dr. Poole appointed. Other than these stipulations, the Board was in agreement that PAPA could proceed with planning the event

VIII. Facility (Andy Barnett)

Andy Barnett reported that he had begun discussion with the church about our expansion needs for next year and that he would continue those conversations this month.

IX. Marketing/Communications

Gordon Grant reported that the lottery is open and will close in April. To raise the visibility of PEAK in the community Gordon is improving the PEAK website and Facebook to showcase activities and scholars. Gordon is also working with Dr. Poole on a marketing plan, events, recruitment brochure, and a parent video with testimonials. Dr. Poole reported that Alex suggested that Gordon, Dr. Poole and Alex connect by zoom every other week to discuss progress toward marketing and recruitment.

X. Covid Updates (Kathey Avery)

Kathey Avery announced that a Covid Vaccination Clinic would be held at PEAK on January 23, 1:00-4:00PM, and that it is open to the public.

XI. Strategic Planning

The Board discussed the importance of Alex Quigley's SWAT analysis and agreed that it needs to be a "living document" and not "put in a drawer." Board priorities for this month are providing support in student marketing/recruitment and beginning to budget for next school year.

XII. Additional Announcements

At the November 9 , 2021 meeting the Board voted to extend an offer to Tracey Johnston-Crum to join the Board. Susan Shanor reported that Tracey is unable to join due to other commitments but is willing to help with marketing/communications on a volunteer basis.

XIII. Adjournment

Andy Barnett makes the motion to adjourn the meeting, Kerry Freidman seconds. All unanimously agree and motion carries. The meeting ends at 7:53 PM.

School Leader Board Report

January 11, 2022

Current Enrollment: 2021-2022

11/9/2021			1/11/2022	
Grade	Number of Scholars	Net Change	Grade	Number of Scholars
K	43	0	K	43
1st	11	0	1st	11
2nd	24	-2	2nd	22
78			76	

Current Demographics: PEAK Academy - 2021-2022

Race/Ethnicity	%	Headcount
Black/African American	71%	54
Hispanic/LatinX	11.8%	9
White/Caucasian	9.2%	7
Two or more races	7.8%	6

Current Demographics: City of Asheville - 2021-2022

Race/Ethnicity	%
Black/African American	11.23%
Hispanic/LatinX	6.76%
White/Caucasian	84.03%
Two or more races	1.89%

Current Socioeconomic Status: PEAK Academy - 2021-2022

Qualification*	%
Free and Reduced Lunch	53.9%
Free Lunch	19.7%
Reduced Lunch	11.8%

*All scholars currently receive breakfast and lunch at no charge. This data is needed to receive funding from the National School Lunch Program; Title I, II, II, IV; IDEA; and Special Reserve Funds

Other City of Asheville Data

Families living in poverty	13.8%
Median Household Income	\$49,930

Status of Recent CCIP Grant Applications

(CCIP = Comprehensive, Continuous Improvement Plan): DPI web-based planning and grant management system)

Grant Title	Purpose	Estimate	Status
PRC 141	Staff Bonuses	Up to \$1,000 per eligible staff member. Add'l \$500 to eligible staff who earn less than \$75k annually	1/20/22 payroll
PRC 203	Staff Bonuses	Up to \$1,000 per eligible staff member who is currently paid from 036 (state funds)	1/20/22 payroll
IDEA	Individuals with Disabilities Act	Reimbursement for expenses incurred. Est:\$100,000	Will submit once required meeting notice is run in Asheville Citizen Times (Jan. 6th - Jan. 8th) and affidavit is uploaded into CCIP

ESSR – Eligibility School Summary Report

(Free & Reduced Lunch Data submitted today, 1/11/22)

Note: Not to be confused with ESSER (Elementary & Secondary Schools Emergency Relief Funds)

Completion of report allows PEAK to be eligible to apply for the following Consolidated Funds (Title I, II, III, & IV):

Fund	Purpose	Estimate (\$)	Status
Title I, Part A PRC 050	<p style="text-align: center;">Improving Basic Programs</p> Provides funding to schools with a high numbers or percentages of poverty to help ensure that all children mee challenging state academic content and student academic achievement standards. At least 40% of the student population must be from low-income families. PEAK = 53.9%	TBD/Varies	Application must be submitted by 9/30/22. Will be based on this year's enrollment/free & reduced lunch data submitted today
Title II, Part A PRC 103	<p style="text-align: center;">Supporting Effective Instruction</p> Provides funding to improve classroom instruction through professional development, and to attract, select, place, support, and retain excellent educators: teachers, principals, school leaders.	TBD Varies	Not sure if eligible to apply for 2022-2023
Title III, Part A PRC 104	<p style="text-align: center;">English Language Acquisition</p> Provides funds to ensure that students who are English Language Learners develop high levels of academic achievement in order to meet the state academic standards that all students are expected to meet	TBD Varies	2023-2024
Title IV, Part A PRC 108	<p style="text-align: center;">Student Support & Academic Enrichment</p> Provides funds to help increase capacity of schools and local community: 1)provide students with access to a well-rounded education; 2) improve school conditions for student learning; 3) improve the use of technology in order to improve	TBD Varies	2023-2024

Lottery

Spaces for the 2022-2023 School Year

Kindergarten	60
1st Grade	6
2nd Grade	2
3rd Grade	2
Total Openings	70

As of 1/11/22, we have the following applicants:

Kindergarten	22 of 60	38 spaces remaining
1st Grade	4 of 6	2 spaces remaining
2nd Grade	3 of 2	<i>Waiting List</i>
3rd Grade	4 of 2	<i>Waiting List</i>

2022-2023 Enrollment Scenario

No Attrition

Grade	Current Enrollment	Projected Lottery Enrollment	Total Fall 2022
New Kindergarten Class	–	60	60
Rising K to 1st Grade	43	6	49
Rising 1st Grade to 2nd	11	2	13
Rising 2nd grade to 3rd	22	2	24
Total Enrollment	76	70	146

2022-2023 Classroom/Facility Needs Based on Above

Grade 2022-2023	# of Classrooms Needed	Class Size	Current Number of Classrooms	Staff Needed
K	4	15	3	1 additional Lead Teacher & 1 additional Co-teacher
1st Grade	3	16 (two classes) 17 (one class)	1	Three additional 1st grade lead teachers
2nd Grade	1	13	2	none
3rd Grade	2	12	0	none
EC	1	—	1	–

Need a minimum of 11 classrooms. We currently have 6 classrooms and 1 EC classroom

Staffing Needs

Position	Reason
Social Worker	Will assist us with DSS; connect us to community resources; make home visits; crisis consultation; and provides a second mental health person
Additional Bus Driver	With increased enrollment a second bus with additional cluster stops will be necessary
Instructional Facilitator/Testing Coordinator	To assist with a streamlined curriculum to ensure all classes and grade levels are teaching NC standards. Will organize professional development based curriculum needs and facilitate summer programs. A testing coordinator is required to conduct and oversee EOGs and Benchmark exams. If we are able to hire a Social Worker, the testing coordinator component can be split between the Instructional Facilitator and the School Counselor.
EC Assistant	Caseload is relatively high and will need an assistant help with one-on-one intervention; academic needs identification; and academic needs assessments
Part-time Music Teacher	Cultural and artist enrichment; and to offer enrichment classes that are comparable to districts and schools in our area
Assistant Principal	Handle day-to-day operations such as discipline to free up school leader's time for meetings, community involvement; grant writing; and required comprehensive state reports

Proposed Summer Camps 2022

Rising 3rd Grade Learning Boot Camp (Six Weeks)	Fill any learning gaps to ensure rising 3rd grade class is prepared for state academic testing (Facilitated by Minto & Anderson)	Location: At PEAK
Enrichment Camp (all other grades) (3 Weeks)	Provide camp integrating reading into music, art, PE, dance. etc.	Location: YMCA or other location(s)

Update on Vaccine Clinic



In collaboration with IFPHA and SONA

Free Vaccine Clinic

Sunday, January 23, 2022: 1 PM - 4 PM



**Location: PEAK Academy Cafeteria
27 Balm Grove Ave
Asheville, NC 28806**

***Please call (828) 333-5430 to be added to the list; or email
Ms. Tipton: brenda.tipton@ashevillepeakacademy.org***



Together, we can stop the spread of COVID-19