



Board of Directors  
Meeting Minutes  
11.8.2022  
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  
Dwight Mullen  
David Robinson (arrived at 5:58PM)  
Andy Barnett  
Kerry Friedman  
Kathey Avery

**Absent:**

Gordon Grant

**Additional Persons Present:** Brenda Tipton, Tom Miller (by zoom)

**I. Opening and Quorum:**

The regular meeting was called to order by Gene Bell at 5:45 PM with seven of nine members present.

**II. Presentation by Consultant Tom Miller**

Tom Miller reported on his work and issues identified over the past 30 days. A full report was provided to the Board prior to the meeting. Highlights included good results working with instructional coach, safety issues corrected, mentor for Malik, Kidada and Camesha in leadership training, weekly support calls on Thursday with leadership team, fiscal audit due 11/30, assistance with threat assessment reports, concern over 85 students enrollment, need to determine whether to recruit in K and 1<sup>st</sup>, indicators (bullets/action steps). This month Tom will focus on policies, procedures, training and on the marketing/recruitment plan. Imperative that PEAK's mission is in the forefront. Tom proposes that he have a 60-90 minute session with the Board to clarify goals, direction, reporting, etc. In total he proposes that the Board needs a ½ day retreat. Timewise it could be before or after a shorter regular meeting. A Board retreat will likely be scheduled for January. A training session does not have to be noticed.

After Tom got off zoom Kathey Avery raised the issue of some uncertainty in the community with change in leadership. Discussion ensued around asking Kidada to bring to the Board concerns that she hears as she has one-on-one meetings with teachers so Board is aware of issues and the Board discussed the need to do a teacher survey at some point in the future (not immediate). Andy Barnett asked about onboarding of Kidada and emphasized the need for a 30,60, 90 day plan.

Dwight Mullen volunteered to invite Dr. Amieris Lavender to present at our next Board meeting. She is Chief Program Officer at the YWCA and leads education focus groups.

### **III. Public Comments**

There were not public comments

### **IV. Approval of Consent Agenda and Minutes**

Andy Barnett moved to approve the 11/8/2022 agenda, Robby Russell seconds. All unanimously agree and motion carries to approve agenda. Susan Shanor moves to approve minutes from the 10/11/22 Board Meeting, David Robinson seconds. All unanimously agree and motion carries to approve minutes. David Robinson moves to approve the 10/11/22 Closed Meeting Minutes, Kathey Avery seconds. All unanimously agree and motion carries to approve closed session minutes.

### **V. School Leader's Dashboard Report**

Brenda Tipton presented the dashboard report. Student count is down to 85. There have been excessive absences particularly due to illness. PEAK is down to one bus driver, with none in the morning. Joe is starting to take classes to obtain license. The Board requested that Andrea start to do exit interviews with parents who withdraw their children from PEAK and keep a record of reasons for the Board. No testing results this month.

### **VI. Financial Report (Robby Russell)**

Financials for October were not presented since expenses are still being reconciled. Robby expressed his concern that Dr. Poole spent a lot of money early in the school year. Robby is now approving all invoices.

Robby has received the Dogwood acceptance letter for our grant to exceed \$300,000.

State funds will be pulled down to reimburse about \$250,000.

PEAK will soon receive more ESSR funds.

PEAK has received a \$35,000 safety grant that can be used to reimburse earlier safety related expenses.

PEAK will pay off \$50,000 of the Mountain BizWorks loan in November from the Dogwood money and the remaining \$50,000 in January.

Per Robby PEAK needs to have at least 125 students to support out current teaching load.

The fiscal audit will be complete by November 30. Robby thanked Brenda for her assistance in collecting data for the audit.

The retirement plan has been implemented.

## **VII. Fundraising (Susan Shanor)**

Susan Shanor reported that the PEAK-UNCA event was well received and highlighted several new donations that have been received since the event – two \$5000 donations from new donors and a commitment to give \$10,000 per year for the next five years “as long as PEAK is fulfilling its mission.” PEAK also received a \$50,000 donation and a \$60,000 donation prior to the event. To date we have raised about \$180,000 since the start of this school year. Susan frankly told the Board that she would not continue to fund raise unless the Board is a good steward of the money and commits to bring the budget more in line with the number of students. At Gene’s request the Board by a show of hands indicated their commitment to cut costs, even if it means making difficult decisions.

Susan thanked Andy Barnett for the donation from Habitat and also asked each Board member to consider making a gift to PEAK before the end of December.

Again this year Ingles is donating \$3 for every three-point shot that the UNCA men or women’s team makes this season.

## **VIII. Facility (Andy Barnett)**

Andy announced that he and Gene worked out the utility expenses so that PEAK is paying its appropriate share. Slide lock on upstairs bathroom is a problem that will be corrected.

Mini split downstairs has been installed.

Fire marshal identified two places that covers need to be put on open wires. This is a simple fix and will be remedied before the fire marshal returns in 30 days.

Andy also made the observation that at the beginning of both school years PEAK has had unforeseen school issues. He suggested that the Board might need to meet more often in the summer as needed.

## **IX. Marketing/Communications (Gordon Grant)**

No report. Gene will follow up to see whether Gordon has issued a press release about Kidada’s appointment as the new School Director.

## **X. Closed Session**

Andy Barnett moved to go into closed session to discuss personnel matters. Kerry Freidman seconds. All unanimously agree and the Board moves into closed session at 7:11PM. The Board moves back into open session at 8:03PM per vote in closed session.

## **XI. Additional Announcements**

There were no additional announcements.

## **XII. Adjournment**

Andy Barnett makes the motion to adjourn the meeting, David Robinson seconds. All unanimously agree and motion carries. The meeting ends at 8:04 PM.