



Board of Directors
Meeting Minutes
4.12.2022
27 Balm Grove Avenue
Asheville, NC

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
Kathey Avery
Gordon Grant
David Robinson
Kerry Freidman

Absent

Dwight Mullen
Andy Barnett

Additional Persons Present: Dr. Sherry Poole, Wendy Matayabas, Alex Quigley (by phone), Amy Cantrell, Nnweyna Smith, Amparo Penny-Gunderson

I. Opening and Quorum:

The regular meeting was called to order by Gene Bell at 5:43PM with seven of nine members present.

II. Public Comments:

There were no public comments.

III. Approval of Consent Agenda and Minutes

Kerry Freidman moved to approve the consent agenda, Robby Russell seconds. All unanimously agreed and motion carries to approve consent agenda. Kerry Freidman moved to approve minutes from the 3/8/2022 Board Meeting, David Robinson seconds. All unanimously agreed and motion carries to approve minutes.

IV. School Leader Report

Dr. Sherry Poole presented the attached School Leader Report.

V. Change in the Agenda Order

Kerry Friedman suggested that the Committee presentations be moved ahead of the Closed Session so that the parents in attendance would not have to wait until after the closed session to make the PAPA report and hear the other committee reports.

VI. PAPA Report

PAPA officers Nneweyna Smith, Amy Cantrell and Amparo Penny-Gunderson expressed their and PAPA's commitment to support PEAK and its teachers. In their view every parent is already a part of PAPA and their goal is to "activate" every parent's participation. They reported on parents' participation in the Mars Hill poetry field trip and at the YWCA new student recruiting event. They announced that PAPA is hosting a PEAK Fun Festival, chaired by parents Cody Stokes, on May 14 and asked the Board to think of any contacts that can make contributions. PAPA meets every 2nd and 4th Wednesday by zoom and board members are invited to join. Board members thanked PAPA for the report and for the difference PAPA is making to PEAK.

VII. Financial Report (Robby Russell)

Robby Russell reviewed the 3/1/2022 – 3/31/2022 financial report. Robby reported that he is working on the budget for the 2022-23 school year.

VIII. Fundraising (Susan Shanor)

Susan Shanor reported that the last tour of the school year is May 19. Staff from the Verner Early Learning Center will tour PEAK on May 6.

IX. Facility (Gene Bell)

Gene Bell reported that Trinity United Methodist Church has proposed a three-year lease on the current building to include the third floor. David Robinson and Kerry Freidman were appointed to work with Andy Barnett and Dr. Poole to negotiate the terms of the lease with the church.

X. Closed Session

Kerry Friedman made a motion to move into closed session to discuss personnel matters, Robby Russell seconds. All unanimously agreed and the Board moves into closed session at 6:20PM. Robby Russell made a motion to move out of closed session at 7:50PM, Kerry Freidman seconds. All unanimously agreed and the Board returns to open session at 7:50pm. In closed session the Board approved a 2022-23 salary schedule, salary increase for the PT EC Director, and funds to send Ms. Minto and Dr. Poole to the June Relay Leadership Training Program in Denver.

XI. Additional Announcements

Kathey Avery announced that the Klondyke Block Party will be held on May 21 and encouraged Board members to attend.

XII. Adjournment

Kerry Freidman makes a motion to adjourn, Robby Russell seconds. All unanimously agreed and meeting adjourns at 7:52PM.

School Leader Board Report April 12, 2022

ENROLLMENT/LOTTERY (2022-2023):

- Lottery Numbers as of April 12th: 143 Applicants total

Grade	Total Applicants	Confirmed	Declined	Pending	Expired (missed 4/8 deadline)	Not Applicable (Waitlisted)
K	87	32	18	3	34	0
1st	23	9	3	3	8	0
2nd	16	3	4	1	8	0
3rd	17	0	4	3	10	0
Total	143	44	29	7	60	0

- Registration for New Scholars (PEAK Cafeteria)

All new students will complete all required enrollment documents; complete preliminary assessment; meet teachers; and meet with nurses from MAHEC

- Kindergarten Registration: Wednesday, April 27th from 1 PM - 5 PM
- 1st - 3rd Grade Registration: Friday, May 13th from 10 AM - 1 PM

Current Enrollment: 2021-2022:

4/12/22			Number of Current Scholars Returning 2022-2023		
Grade	Number of Scholars		Grade	Number	Undecided or Intent form not returned
K	42	⇒	1st	38	1
1st	11	⇒	2nd	9	1
2nd	22	⇒	3rd	20	2
75			67		4

Anticipated Enrollment 2022-2023 (Based on actual numbers as of 4/12/22):

Returning Scholars			Confirmed New Scholars		TOTAL
Grade	Number of Scholars		Grade	Number	
—	—		K	32	32
1st	38	+	1st	9	47
2nd	9	+	2nd	3	12
3rd	20	+	3rd	0	20
67 (4 unconfirmed)		+	44		112 or 116

Applications are still being accepted even though the deadline was April 8th. We have one more opportunity in June to confirm our anticipated ADM with DPI for 2022-2023. Our target number for 2022-23 on record is 128.

Staffing Plan:

- *To be reviewed in Closed Session*

Transportation:

- New school bus arrived early. Both buses were used to transport scholars and parents on our April 8th field trip
- Three PEAK staff have registered for the Bus Driver Training CDL Certification Course

Parental Involvement

- Kudos to our PEAK parents: 17 chaperoned our April 8th field trip

Curriculum

- We are in the process of reviewing and mapping our curriculum and resources for 2022-2023. We want to make sure that our materials are delivered on time and that our teachers, especially new teachers, have time to review the curriculum ahead of time. Teachers have voiced needing more time to go through the curriculum together or get the necessary professional development before the school year begins. PD has to be planned strategically so that all teachers can be trained and that our admin team can schedule and ensure representatives are able to accommodate our PD schedule (Aug 8th - 19th)

Professional Development (Aug 8th - 19th)

- The admin team is in the process of planning our two weeks of professional development for all new and returning staff. Last year several board members presented. Please let our planning committee (Minto, Wright, Anderson) know if you are interested in presenting; the date & time that you are available; and your topic.

Calendar Amendment

- We are proposing that June 7th be a full day of instruction and June 8th, the last day of the school year, be an Early Release Day

Kindergarten Graduation

- Since 2021-2022 was the inaugural year for PEAK, we are proposing that the Kindergarten Graduation scheduled for June 7th at 11 AM be a recognition celebration for ALL scholars K-2 for their hard work and dedication in the midst of pandemic. Moving forward, we would like to keep this celebration as a yearly event; however, to increase daily attendance, we would like to make this event an annual motivator to encourage daily attendance by limiting the participants in the celebration to those scholars who have *five (5) or fewer unexcused absences. Students cannot learn if they are not present.*

Out-of-Office

- I will be taking two vacation days this week (4/13 & 4/14) Approved by the board chair.

Status of grants since the March 8, 2022 Board Meeting

Fund Name	PEAK Allotment	Status	Purpose
ESSER III PRC 192 & 193	\$1,099.00	Approved	Must be used to purchase Cyberbullying software for our student devices (We will be purchasing Go Guardian)
ESSER III PRC 181	\$307,964.00	Draft Started	Addressing learning loss - 20%; facility repairs/improvements to minimize virus transmission; improve air quality; coordination of preparedness and response; providing principals/leaders with resources; addressing unique needs of special populations; improving preparedness and response; training to minimize virus transmission; supplies to sanitize and clean; long-term closure activities; education technology; mental health services; summer learning; and other ESSA eligible activities. (Cannot submit until ESSER II application has been approved)
ESSER II PRC 171	\$137,192.00	Draft Started	Same as above. Hope to submit by Friday, April 15th
IDEA	\$20,264	Approved	Must be used to reimburse us for portion of EC Specialist's salary
Consolidated Funds (Title I - V) PRC 50 & PRC 103	\$46,210.00	Approved	PRC 50 - Used to supplement and provide special help to educationally deprived children from low-income families; 103 -Improving Teacher Quality
Total Funds Available to PEAK	\$512,729.00		

Submitted to the APA Board of Directors by: Dr. Sherry Poole -4/12/22