

# POWELL BUTTE COMMUNITY CHARTER SCHOOL

## BOARD OF DIRECTOR'S MEETING

August 18, 2016

### REGULAR SESSION 7:00 PM – Library

#### Board Members Present:

Samantha Smith	Tom Burke	Patty McLean
Steve Holliday	Jeff Clay	Chris Seber

#### Board Members Absent:

Francis DeRoest

#### Administration/Staff Present:

Jenn Berry-O'Shea, Administrator  
Maggie Townsend, Administrative Assistant

#### I. Call to Order

Chair McLean called the meeting to order at 7:04 pm.

#### II. Flag Salute

Chair McLean led the Pledge of Allegiance.

#### III. Public Comment

Kathy Eby, from Friends of Powell Butte School provided the board with a brief update on happenings within the organizations. FOPBS hired Bethany Auld as head cook. Kathy will oversee operations as a volunteer. Lunch will be 5 days per week. FOPBS will not receive Les Schwab grant. Looking for beef donations. Adding Pay-Pal to website to accept lunch payments. Will be at Open House. Board member Holliday, addressed FOPBS regarding donated tables that were removed have been removed.

#### IV. Consent Agenda

Items listed on consent agenda were distributed to Board Members in advance. It was moved by Holliday; seconded by Smith; motion carried (6,0) to approve the consent agenda.

#### a. Minutes: Board Meeting, July 14, 2016

#### b. Approval to Hire

- i. Place-Based Coordinator: Kirin Stryker (part time- 2 days/week)
- ii. Instructional Coach/School Counselor: Debbi Mason (part time- 3 days/week)
- iii. 5<sup>th</sup> Grade Teacher: Heidi Wilson

#### V. Financial Report

Greg Munn of HDESD presented the monthly financial report that was provided to members prior to meeting. PBCCS received the PEEK-8 Grant for the 2016-17 school year, this allows Due to this, PBCCS can move \$35,000 from personnel expenses to the general operating budget. Annual audit closing soon, auditor is targeting to present to the board at the September meeting.

Chair McLean asked for explanation of process for Student School Supplies.

Administrator O'Shea explained a budget was calculated from reviewing what PBCCS received through Place-Based Donations and families donating \$20 to Student Supplies. So far roughly half of that budget has been spent on Student Supplies.

VI. Sick Time Policy Adoption

Document was sent out via email prior to meeting for board members to review. Mr. Clay made a motion to adopt policy, Mr. Burke seconded, motion carried (6,0).

VII. Election of Board Officers

Board elected board officers via secret ballot. Motion made by Mr. Seber, seconded by Mr. Burke, motion carried (6,0) to approve the vote by ballot of board officers.

Chair-Patty McLean

Vice-Chair- Steve Holliday

Secretary- Samantha Smith

Treasurer- Chris Seber

VIII. Absence Extension Request

Request made by Katie and Roger Thomasson sent out via email prior to meeting for board members to review. Cassius Thomasson was severely injured in an accident and will likely be absent more that 10 consecutive school begins.

Motion to reserve Cash's "spot" made by Burke, seconded by Smith, motion carried (6,0).

IX. Integrated Pest Management Plan Adoption

Document sent out via email prior to meeting for board members to review.

Motion to adopt made by Burke, seconded by Seber, motion carried (6-0).

X. Charter Renewal Update

CCSD communications continue. Topics of discussion include, parameters of bus service and maintenance. Request to increase enrollment tabled at this time, but PBCCS has the right to request at any time. CCSD concerned about septic. Board member Holliday explained dynamics of septic system and what CCSD concerns could be. Once bussing information and agreement is complete the agreement will go to CCSD attorneys, then to CCSD Board.

XI. Administrator's Report

Facilities roofing completion projected for August 25th. New modular classroom from CCSD is not the right structure for PBCCS at this time.

Technology E rate funding is taking longer than anticipated to complete Tech

Refresh. Additional paperwork submitted and application going to final review before funding is approved. Structured Communication is completing as much preliminary work b as possible, but the extensive cabling is causing contractors to pass. New staff orientation August 23rd (5 new staff members). Teachers are back for in-service August 24-29. Focus will be place based planning, student growth, professional goals and PBIS (positive behavior intervention support) All staff returning August 30th. Staff and board breakfast hosted by FOPBS and PBCCS at 8:15. FOPBS contract still on hold due to insurance questions. Open House & Ice Cream Social 4:30-6:00

XII. Board Comments

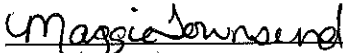
Review of enrollment and waiting list.

Mr. Seber would like to connect Gaynor family with FOPBS as they are looking of beef donations.

Mr. Burke reviewed the readiness of the PBCCS bus: mechanics looks great, electronics may have issues but are working, seat repairs being made and CAT has overhauled, bearings were inspected.

XIII. Adjourn

With no further business the meeting adjourned at 8:16 pm.

  
Maggie Townsend, Administrative Assistant

  
Patty McLean, Board Chair

NEXT REGULAR BOARD MEETING WILL BE: SEPTEMBER 15 @ 7:00 pm