POWELL BUTTE COMMUNITY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
August 30, 2018
REGULAR SESSION 7:00 PM – Library

MINUTES

Board Members Present: Jeff Clay, Robbie Piehl, Sam Smith, Dave Light, Patty McLean, Steve Holliday, Ben Wolfe

Board Members Absent: N/A

Administration/Staff Present: Jenn O’Shea, Maggie Townsend

I. Call to Order
   Chair McLean called the meeting to order at 7:00 PM

II. Flag Salute
   Chair McLean led the Pledge of Allegiance.

III. Public Comment
   Ritter - The ice cream social was great.

IV. Consent Agenda
   Items listed on the consent agenda were distributed to the board members in advance. It was moved by Clay; seconded by Smith; motion carried (6,0) to approve the consent agenda.
   a. Minutes: Board Meeting, June 21, 2018
   b. Staff transfers 2018-19
      i. Kelly Joyce, 5th Grade Teacher (1.0 FTE)
   c. Approval to hire
      i. Dan Oliver, Middle School Science (1.0 FTE)
      ii. Bethany Auld, Custodian (0.65 FTE)
      iii. Wendy Smith, Educational Assistant (0.65FTE)
   d. Policies
      i. GCAB Personal Electronic Devices and Social Media - Staff
      ii. KBA Public Records
      iii. KBA-AR Public Records

V. Financial Report
   Greg Munn presented the financial report. The fund balance has increased and is more than what was originally estimated.

   Grant Funds- PBCCS received an ODE grant to support physical education in the amount
PBCCS opened an account with the Local Government Investment Pool. In less than 1 month the school has made $615 from interest.

Munn is busy wrapping up 17-18 fiscal year for the annual audit. The auditors will be on site the last week of September. The auditors will present the final report to the board via Skype at the November meeting.

VI. Board Officer Elections
PBCCS board members were given a paper ballots for the election of board officers.

Motion made by Clay to approve vote by ballot, seconded by Light; motion carried (6,0)

Chair- Steve Holliday
Vice Chair- Jeff Clay
Secretary - Samantha Smith
Treasurer- Robbie Piehl

McLean would like to have 2 signers on bank account.

Wolfe makes a motion to have Holliday and Piehl be bank signers, Smith seconds; motion carries (6,0)

VII. Policy first reading
The first reading on policy IIBGA Personal Electronic Devices and Social Media- Staff. No changes will be made.

VIII. Doom and Gloom
Clay will present at the September 20, 2018 meeting.

IX. Facilities Report
O’Shea reported on the progress of summer maintenance projects:
- Asphalt repairs
- Barriers created to prevent critters from accessing space under the modular classrooms
- Perimeter fence installed. All people gates are to be locked. All staff have keys to access.
- 5 parking spots added for staff on the westside of campus.
- Slow progress made on front security door. CCSD will be making a selection on a vendor this week. The project is anticipated to start in 3 weeks.
- Upgraded radio communication system in the building and for outbuildings. The radios have a channel to connect with CCSD and an emergency channel.
X. Transportation

Bussing changes and routes have been challenging to work through. At the start of the school year, PBCCS will have two morning routes, servicing Prineville and Powell Butte. In the afternoon there will be three routes, also servicing Prineville and Powell Butte.

XI. Enrollment Update

Enrollment is changing daily. PBCCS currently has 206 students enrolled, as of this afternoon. 3rd grade, 5th grade, and middle school has openings. There is a sizable waitlist for Kindergarten, 1st grade and 2nd grade.

XII. Administrator’s Report

O’Shea reported on the following topics:

- Barbara Burns resigned her position as an Educational Assistant. The position has been filled Wendy Smith.
- Place-Based Education: Fall overview
  - K-2 People and Land
    - Earth Changes
    - Money & Economics
  - 3-5
    - People & land ownership
    - Geology
  - Middle school
    - People & land Ownership
    - Geology
  - Grade specific place based field trips are currently being planned
- Staff have been participating in professional development during inservice week. There are also additional opportunities for professional development throughout the school year, including a partnership with the High Desert Museum through a grant. Also, math professional development through CCSD’s Math Initiative for elementary and middle school.
- O’Shea finished her Administrative license class requirements in the Spring, and was awarded her School Administrators license by the ODE in July.
- PBCCS received the ODE PEEK-8 for physical education ($28,000). This is the fourth year PBCCS has received this award.
- PBCCS applied and was awarded a grant from the Pacific Power Foundation. The grant is for $2,500 to support place based education field trips.

XIII. Board Comments

Clay - Thinks looking at excavating pits for the geology portion would be helpful. He has contacts for a large Geology firm in town.

IX. Adjourn
Meeting was adjourned at 8:33 PM.

Sarah Marsh, Board Executive Assistant

Patty Mcbean, Board Chair