POWELL BUTTE COMMUNITY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
August 15, 2019
Work session 5:30 – Library

MINUTES

Board Members Present: Jeff Clay, Steve Holliday, Samantha Smith, Jessica Ritter, Robbie Piehl, Ben Wolfe

Board Members Absent: N/A

Administration/Staff Present: Jenn O’Shea

I. Call to Order
Vice Chair Clay called the meeting to order at 5:32. Clay talked to the board about looking at the bigger picture. O’Shea told the board PBCCS’ cap for the 2019-20 school year is 220 students. We currently have 215 students enrolled with K-2 full, and 5th grade is full. There are openings in 3 & 4, and the middle school. Our waiting list consists of K-2 and 5th grade students. Ritter shares studies about class size vs adults in the classroom.

II. Board Officer Elections
O’Shea asked the board if they would like to have elections now at the beginning of the fiscal year in January when board terms are up?

Holliday would like to have elections and board terms be at the same time.

Clay would like everything to line up the fiscal year.

O’Shea will check with the bylaws.

III. Board Vacancy
The board still has an opening. The board will have an information booth at the ice cream social.

REGULAR SESSION 7PM - Library

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

II. Flag Salute
Chair Holliday led the Pledge of Allegiance.
III. Public Comment
No public comment

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 19, 2019
   b. New hire: Zack Henry, Middle School Social Studies (1.0 FTE)

V. Financial Report
The board received a financial report from the end of the 2018-19 fiscal year, and one for the new fiscal year. O’Shea reported that Greg Munn’s position has not been filled at the ESD, the transition process has been challenging. The 2018-19 audit has been pushed back to September. The 2019-20 budget expenditures are higher and the salary and wages are higher as well. The grant carry over will be applied on July 31st. PBCCS applied for the PEEK-B Grant through ODE. O’Shea will keep the board updated on the audit and the close of the fiscal year.

VI. 2019-20 Organizational Procedures
The meetings and work sessions were reviewed. Officer elections will be postponed until the September meeting.

VII. Policy, First Reading
Policy JOA Directory Information was reviewed. A few changes will be made and will in the September consent agenda.
Policy JFCF and JFCF-AR Harassment, Intimidation, Bullying, Cyberbullying, Dating Violence, and or Domestic Violence Reporting Procedures- Student was reviewed. Revisions to this policy will be made and will be in September’s consent agenda.

VIII. Administrator’s Report
- Facilities- The LED light project is complete, PBCCS will receive $3000 in rebates.
- The schools deep cleaning is complete, floors are done and carpets are cleaned.
- FOPBS did a refresh in the cafeteria. Maria Finley painted a mural.
- Landscaping work was completed. The grassy area in front of the school has been extended. The pollinator garden is flourishing.
- The sandbox has been updated, and new sand will be delivered next week.
- The roofs of the modular classrooms were inspected last week, no major repairs are needed at this time.
- CCSD is working on bus routes for the 19-20 school year. PBCCS will have two A.M. routes and three P.M. routes.
- Technology upgrades have been in process. New computers in the lab are being installed. Five computer carts are being updated for students in upper elementary and middle school.
- Teachers are back next Wednesday, support staff will be back the following Monday.
- The Place-Based Steering Committee has been working together to plan the place-based theme and curriculum for 2019-20. The theme is community.
- Registration will be held Wednesday, August 28 from 7-10 AM and Thursday the 29th from 4:30-6:00 PM. Ice cream social will be 4:30-6:00 P.M on Thursday.

IX. Board Comments

Ritter wants to know if there are any opinions on enrollment size.

Wolfe feels it is not a fix, but would like to hire an additional aide.

Smith made a motion to change class size to 23 students in K, 1, and 2 for the 19-20 school year, in addition to allocate funds to hire an aide for primary grades. This motion will be reviewed in February at the budget planning meeting for next year. Motion seconded by Ritter. Motion passes(5,1).

XI. Adjourn
Meeting was adjourned at 8:10 PM.

Sarah Marsh, Board Executive Assistant

Steve Holliday, Board Chair