

POWELL BUTTE COMMUNITY CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
March 18, 2021

WORK SESSION 6:00 PM

Board Members Present: Robbie Piehl, Sonja Peterson, Jessica Ritter, Tori Dennis, Mande Hamrick, Ben Wolfe, Steve Holliday

Board Members Absent: None

Administration/Staff Present: Jenn O'Shea, Naomi Piehl, Greta Taie, Meredith Foley

- I. Call to order
Chair Ritter called the meeting to order at 6:00 PM.

- II. 2021-2022 Budget Planning
Business Manager, Rochelle Friend, presented the 2021-22 budget calendar. She recommends adopting the proposed budget at the May meeting, in order to meet the required timeline for the charter contract.
Friend presented the 21-22 budget assumptions, provided to the board in advance. Assumptions include a 3% increase in the State School Fund charter school rate, as well as an increase in Student Success Act funds. PERS rate dropped an average of 4.02 points from 2019-20. ESEER funds have not been noted in the budget assumptions, but the proposed budget will include ESEER II funds passed through by CCSD.
Budget priorities include adjusting the salary scale. Chair Ritter presented proposals for adjusted salary schedules for the board to discuss.
Vice Chair Piehl proposed reviewing the staff survey data at the regular meeting due to time constraints. It was agreed to add the survey results to the regular meeting agenda.

Work session adjourned 7:00 PM

REGULAR SESSION 7:00 PM

Board Members Present: Robbie Piehl, Sonja Peterson, Jessica Ritter, Tori Dennis, Mande Hamrick, Ben Wolfe, Steve Holliday

Board Members Absent: None

Administration/Staff Present: Jenn O'Shea, Naomi Piehl, Greta Taie, Meredith Foley

- I. Call to Order
Chair Ritter called the meeting to order at 7:06 PM.
- II. Flag Salute
Chair Ritter led the Pledge of Allegiance.
- III. Public Comment
No comments
- IV. Consent Agenda
Items listed on the consent agenda were distributed to the board members in advance. It was moved by Holliday; seconded by Hamrick; motion carried (7,0) to approve the consent agenda.
 - A. Minutes: Board Meetings: February 18, 2021
 - B. Approval to Hire - Randy Shaw, Building Engineer & Grounds Keeper
- V. Financial Report
Rochelle Friend from the HDESD reported that the Loan Forgiveness has been approved and forgiven. Friend discussed the current financials. She would like to make sure PBCCS is not in a deficit before the board moves forward with staff bonuses.

Piehl asked Friend two financial review questions:
 # 9 - Is the business office adequately staffed to allow for proper segregation of duties? Friend answered, yes.
 # 2 - Are all cash and investment accounts reconciled to the general ledger?
 Friend answered yes, they are.
- VI. Staff Survey - Piehl
Vice Chair Piehl discussed the results from a survey the staff was given. Top priorities and common themes in the data include distance teaching, support staff, school counselor, and classroom spaces.
Ritter would make the work of staff easier in any way, as there are many challenges this year. Suggestions include hiring additional support staff, touchless towel dispensers, and other items to help with facilitating the health and safety procedures. something for staff to help this year.
The board discussed adding additional classroom space, hiring staff specifically for distance learning, additional planning time, hiring a school counselor, and ensuring all staff have appropriate technology tools.
- VII. ODE Update
ODE has updated the Ready School Safe Learners guidance. Included in the revision is updated metrics, requirements for distance learning through the end of the year, and revised cohort requirements.

ODE has requested a waiver of statewide assessments from the United States Department of Education. Schools have not been informed as to the status of the waiver yet. We are hoping for information soon, as the testing window opens in April.

VIII. 2021-2022 School Calendar

The board reviewed the PBCCS 2021-22 school calendar. It is very similar to the 2021-22 calendar adopted by the CCSD board. Some differences to the calendar include PBCCS' teacher inservice days in August and conference dates in November and April.

Dennis - Would school hours stay the same hours next year?

O'Shea - The PBCCS school hours are dependent on bus schedules. Once bus schedules are set we will be able to see if we can extend our school day. The 2021-22 calendar meets the requirements for instructional hours.

Piehl makes a motion to adopt the 2021-22 school calendar; second by Holliday; motion passes (7,0)

IX. Policy First Reading JFCM- Threats of Violence

The board reviewed policy revision JFCM. This is a required policy form the OSBA.

O'Shea will make the boards suggested changes to adopt at the next meeting.

X. Administrator's Report

- Planning 21-22: Professional development for ELA and Math, staffing plan and updating SIA budget and plan for the coming year.
- Place-Based Education: Each class will participate in 1 field trip this year, classes/teachers are utilizing the outdoor space for PBE activities.
- Enrollment: The 21-22 lottery was held on Tuesday. The school is full with 220 students for the next school year. There is a robust wait list for K-3 and 6th grade.
- Facilities: spring maintenance occurring, the irrigation systems needs several updates. PBCCS is working with Thompson Irrigation to assess needs and for take care of appropriate services.
- The Exercise-a-thon fundraiser earned \$31,900. It was an all time record!
- The CCSD has an open board position for Powell Butte. Ritter has put in her application!
- Board Roster: Please take a look at the board roster, several members expire on June 30th.

XI. Board Comments

Wolfe - When is Mr. Palmers last day? March 12th

Ritter- If there is an opening in the middle of the school year does PBCCS have to enroll the student? PBCCS must offer spots to students on the waiting list.

Piehl - Do the Specials teachers decide what teaching space works for them? The staff have a choice and it is at their discretion if they would like to use the church or the outside classroom.

Piehl - Doesn't want to lose sight about the teachers salaries. O'Shea will have an update for the board at the next meeting.

Piehl- How is the lunch program going? The food is not being cooked on site, O'shea has a meeting with Denny from CCSD food services tomorrow. There are between 135-150 students eating lunch daily. The CCSD has hired 2 kitchen staff for the PBCCS kitchen.

Ritter- Staff insurance, PBCCS normally goes up \$50 a year. Ritter would like to go up \$85 more this year instead of \$50.

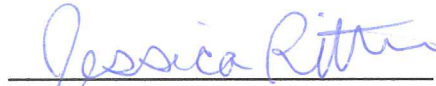
Ritter- Should PBCCS put money aside for tuition reimbursement?

Hamrick- If a staff member takes tuition reimbursement, will they need to stay at PBCCS for a certain amount of time?

Meeting was adjourned at 8:47 PM.



Sarah Marsh, Board Executive Assistant



Jessica Ritter, Board Chair