

# POWELL BUTTE COMMUNITY CHARTER SCHOOL

## BOARD OF DIRECTORS MEETING

May 20, 2021

REGULAR SESSION 7:00 PM

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

Board Members Absent: None

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

- I. Call to Order  
Chair Ritter called the meeting to order at 7:00 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 Piehl; seconded by Hamrick; motion carried (7,0) to approve the consent agenda.
  - A. Minutes: Board Meetings: April 15, 2021
- V. Financial Report &  
Rochelle Friend from the HDESD reported there is not a lot of change to the budget report, the staff bonus' have been issued. The economic forecast for the 21-22 school year is larger than anticipated.  
Friend presented the 21-22 budget. She reviewed budget assumptions, expenditures, reserves and fund balance.  
Ritter - Will the number of certified staff be the same?  
O'Shea- We will be .5 down.  
Ritter- The bond will come out in the next 2 years, if PBCCS joins the district are there any thoughts on how to spend the reserve money?  
O'Shea- This will give flexibility for the mod lease instead of using ESSR funds.  
Friend and O'Shea did not budget for the PE Grant in the general fund.

Piehl asked Friend two financial review questions:

#8 - Have there been any significant changes to the internal control system?

No, there hasn't been any changes. There were no findings or recommendations from the audit.

#13 - Are there any new pronouncements on the horizon that may require additional staff time or disbursement of funds to properly implement?

Yes, pronouncement 87. New leases, in the past you could record it as a pronouncement. Now, it has to be recorded as a value. Time will be minimal to make this change.

Hamrick moved to approve the 2021-22 Budget; second by Piehl; motion passes (7,0)

## VI. Board Operations

### A. Conduct & Communication

New emails have been set up for each board member. This will help with transparency and being clear that we are abiding by board policy.

Wolfe - Would like to apologize for speaking on behalf of the board making assumptions. He should not have signed his emails as PBCCS Board Secretary.

Holliday - Controversy on a board is likely to happen at some point. Opposing views is what makes a board. Once the board passes a motion, everyone needs to be on the same page as a cohesive group.

### B. Open Board Positions

Ritter will be stepping down in June. Piehl will renew his term. Peterson will renew her term.

### C. Board Size

CCSD has 5 board members, PBCCS has 7 members. Do we want to fill Ritter's Position?

O'Shea recommends not filling the open position.

Hamrick would like to know what happens if there is a tie vote with 6 members.

Wolfe feels there is value in having 7 members.

Holliday would like to reach out to people that have applied in the past.

Closed work session before the June meeting for further discussion or to fill the position.

### D. 21-22 Board Meeting and Work Session dates

There will be no meeting in July. New members and officers will start at the August meeting.

Wolfe- Can we start meeting in person? The recommendation is the board will meet in person with a virtual meeting option.

Piehl - Start both options in August.

### E. Officer elections

Office elections will be held in June. Marsh will request for nominations. Election will take place with a secret ballot emailed to Marsh, and announced at the June meeting.

VII. Transportation Agreement

There are no changes to the Transportation Agreement except for operation dates. Things have been working well. Piehl moves to approve Transportation Agreement; seconded by Hamrick; motion passes (7,0).

VIII. Administrator's Report

- Wednesday evening ODE came out with updates regarding masking. Information will go out to families on Friday. ODE has said to expect some level of social distancing, and masking for the 21-22 school year. A draft will be sent in June and finalized in August.  
Holliday - When is the new mod showing up? It will be delivered the 1st week in August.  
Ritter - CCSD put it out on social media outdoors is mask free.  
Wolfe - Maybe send the document ODE sent with the information with the email.  
O'Shea will push out updated information.
- Annual Report - Kathy McCullum will give the PBCCS Annual Evaluation at the CCSD board meeting June 14th.
- Student Assessment data is in the board folder. Bench marks are taken in the Fall, Winter, and Spring in reading and math. Data is broken down into High risk, some risk, and low risk. Assessment data has not presented any surprises. Students are growing and making progress, but there are students with skills gaps. It is important to remember that students are not data points, the kids have names, faces, and stories. O'Shea has been working closely with the SPED team and teaching staff to use targeted interventions to support students' growth.  
Ritter - Surprised to see that literacy was suffering more than math.
- Summer Learning has been approved. It will run from June 29th to July 29th on Tuesday thru Thursday. There will be place based themes each week. Two teachers and one EA will work each week. CCSD will be offering free summer lunches. They will be available for all students.
- O'Shea has been moving forward with interviewing for open positions. Interviews have been conducted for the School Counselor and Middle School Science positions.
- The board made Teacher Appreciation week for the staff! The bonuses were unexpected and greatly appreciated.

XI. Board Comments

Wolfe - Has there been a board member on the interview committee before?

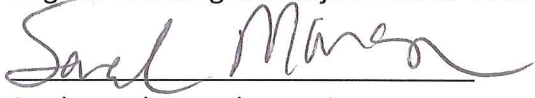
Holliday - Thinks it is nice to have a board member help interview.

Piehl and Hamrick - If support is needed there are members that would like to help.

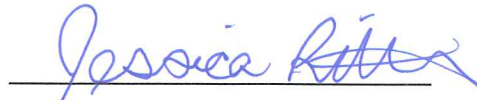
IX. Administrative Evaluation Discussion

Executive Session - *Regular Session recessed to Executive Session under ORS 192.660(2)(i). Not open to the public.*

Regular Meeting was adjourned at 8:21 PM.

A handwritten signature in black ink, appearing to read "Sarah Marsh", written over a horizontal line.

Sarah Marsh, Board Executive Assistant

A handwritten signature in blue ink, appearing to read "Jessica Ritter", written over a horizontal line.

Jessica Ritter, Board Chair