

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

January 20, 2022

WORK SESSION 5:30 PM

Board Members Present: Steve Holliday, Kori Urell, Mandee Hamrick, Robbie Piehl, Sonja Peterson, Tori Dennis

Board Members Absent: N/A

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

- I. Call to Order
Chair Holliday called the meeting to order at 5:33 PM.
- II. Flag Salute
Chair Holliday led the Pledge of Allegiance.
- III. Meeting Preparation
The board discussed questions that they would like to ask the CCSD Board at the February 2nd meeting.

Piehl - What is the ultimate goal?

Holliday - 11 million has been allocated to Powell Butte, originally the thought was to bring in prefabricated buildings, now the plan is to build a stick built building.

Hamrick - Steins Pillar does a lot of similar things as PBCCS, will that be a problem if PBCCS decides to join the district? Will we have a say in class size and student to teacher ratio?

Piehl - What will we have to give up to be part of the district? The board, place based education, will fundraising still be allowed to happen?

Urell - Is education going to change? I want to keep the staff that is already at PBCCS.

Piehl - What is the time frame? What will happen in the meantime as the new school is being built?

O'Shea will invite Leland Bliss, CCSD Facility Manager to join the meeting.

Piehl - Would we not need to fundraise to make up for the 17%?

O'Shea - We are the only elementary school in the district that has PE 5 days a week and art classes. Will we have to raise extra funds for this?

Piehl - Maybe our board becomes a PTA/advisory board.

Peterson - Go in asking for everything.

Meeting Adjourned 6:01 PM

REGULAR MEETING

I. Call to Order

Chair Holliday called the meeting to order at 6:01 PM.

II. Flag Salute

Chair Holliday 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 (6,0) to approve the consent agenda.

A. Minutes: Board Meeting: December 9, 2021

B. Approval to Hire

i. Dillon Upp, Art Teacher and Support (1.0 FTE)

ii. Lindsey Choate, Educational Assistant (0.875 FTE)

iii. Haley Neale, Educational Assistant (1.0 FTE)

C. Policy Adoption:

i. AC - Nondiscrimination (revision)

ii. AC-AR - Discrimination Complaint Procedure (revision)

V. Financial Report

A. Rochelle Friend from the HDESD reported the budgeting process will be starting soon. Staffing costs are 80% of the budget.

B. The latest in state school funds is 10-15% less than anticipated. There is an error in the ADMW calculations, so there may be a slight deduction.

C. Friend ran a comparison of salary to regional districts, lots of work was done for the 21-22 school year. Most districts bargain every 2 years, a 3% COLA is standard. Crook County, Jefferson, and Madras have not bargained for next school year. To mirror CCSD we would need higher COLA and look at cap on health insurance. There will be more information in the spring, we can make budget assumptions and make changes if needed.

Piehl - What is the time frame?

Set assumptions in February but won't adopt until April.

Friend - Start with a 4% COLA and \$100 health increase.

Piehl asked Friend a two financial questions:

1. Are all cash and investment accounts reconciled to the general ledger?

Yes, every 15 days with 2 sets of eyes each month.

2. Are there any suspected cases of fraud that we need to be aware of?

Unemployment fraud is up, She is keeping a close eye on this.

VI. Policy Reading

A. ACB Every Student Belongs (*revision*)

B. ACB-AR Bias Incident Complaint Procedure (*revision*)

It is recommended to align with Crook County School District.

VII. Board Operations - Vacancy

The open board position is from now to the end of June, would the board like to fill the position?

Holliday is fine with keeping it open.

Piehl agrees, but doesn't know what interest we had in the last vacancy.

Hamrick would like to advertise positions and see if someone is interested.

Urell would like to put it out there to be transparent to the public.

Holliday - Post it for a term and a half.

Peterson - Reinterview people from the last opening.

VIII. Enrollment Procedure Revision

Changes to ORS 338.125 Student Enrollment were made in the last Legislative session.

These changes would allow PBCCS to prioritize students living in Powell Butte.

O'Shea has been in contact with the ODE, our board would have to take action and request approval from the CCSD Board.

Dennis - What is the detriment to others and what is the benefit to us?

Piehl motions to change the enrollment procedure to reflect the new revisions on ORS 338.125 Student Enrollment; Second by Urell; motion passes (6,0).

Holliday will discuss with Cooper from the CCSD board.

IX. Administrator's Report - O'Shea

- Impact of COVID Omicron variant: Student and staff absences have increased, we are filling gaps as needed. We anticipate this will happen for a few more weeks.
- 22-23 Enrollment: Families have been given intent to return paperwork, it is due back by mid February. Enrollment will be open until April.
 - Hamrick- Will we be able to implement new enrollment procedures in April?
 - Peterson will help with the lottery.
- Facilities update -
 - HVAC - The system was worked on over the break and in the evenings. Hoping to have it up and running by mid February. The new AC unit for the cafeteria will be installed by the end of the month.
 - Main line repair is scheduled for spring break.
 - The security and fire alarm system that was installed with the last bond is holding up progress with the new mod. There will be a new system installed when the new building and remodel are completed.
- Foley has moved forward with parent volunteers, there are 5 complete and 20 more people interested in completing the volunteer process.

- Exercise-a-thon is February 14th. Students will participate in 100 minutes of exercise. The money raised will help support student activities and place based trips.
- Place based learning: Students have been participating in place based trips to the High Desert Museum. Planning other trips to the Cove Palisades and Smith Rock are in the works.

X. Board Comments

Urell - Is the district having problems getting supplies in? Is it the supply chain or the district not distributing to PBCCS?

O'Shea's understanding is that is the supplier's issue, she will dig deeper into the problem.

Piehl - What is the status of the Mod?

Hoping to have the final inspection done in the next week.

Regular meeting was adjourned at 6: 56 PM.


Sarah Marsh, Board Executive Assistant


Steve Holliday, Board Chair