

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

May 19, 2022

REGULAR SESSION 6:00 PM

PBCCS Counseling Center

Board Members Present: Robbie Piehl (zoom); Mandy Hamrick; Steve Holliday; Kori Urell

Board Members Absent: Sonja Peterson (Tori Dennis resigned earlier today)

Staff Present: Jenn Berry-O'Shea; Meridith Foley

MEETING AGENDA

- I. Call to Order @ 6:00 PM
- II. Flag Salute @ 6:01
- III. Public Comment - None
- IV. Consent Agenda
 - A. Minutes - Board Work Session & Meeting: April 21, 2022
 - B. Policy - GBA-AR - Veterans' Preference, GBL - Personnel Records
 1. Motion to Approve: Mandy Hamrick | second: Kori Urell
 - a) Motion passed unanimously
- V. Financial Report (15 minutes) - Rochelle Friend
 - A. 2022-23 Budget
 1. Assumptions:
 - a) State school fund revenue increase per ADMW (6%increase)
 - b) Student investment fund increase
 - c) 6% COLA increase for certified staff
 - d) New classified salary schedule
 - (1) Columns for years of experience
 - e) Increase in monthly insurance cap in alignment with other local districts
 2. High-Level Overview for Coming Year
 - a) State school revenues are up
 - b) Staff moving over on pay scales
 - c) Extra staffing
 - d) Taxes and benefits increase
 - e) Services (cleaning/landscaping/ESD/garbage) increases
 - f) Supplies (18% decrease at a smaller degree from covid)
 - g) Transfers
 3. PD costs now all lumped together in one pocket
 4. Administration costs lumped together
 5. PBCCS School Board funds (training for board; OSBA services; ect)

6. Moved costs for cleaning to ESSER funds
7. Jenn & Rochelle working to streamline budgeting by simplifying categories
8. Position changes:
 - a) .5FTE for assistant admin
 - b) .2FTE for school counselor
9. Budgeting to operate at a deficit next year; will dip into healthy reserves to cover important staffing increases
10. PEAK Grant increased (monies can only be used for payroll)
11. ESSER grant funds can be spent through Sept 2023 (still contracting for cleaning services)
12. Funds from the Gray Foundation will carry over into next year to be spent
13. Discussion related to staffing and prepping the library: start up costs can be funded from student activities.
14. Discussion related to student chromebook refresh.
 - a) Insurance tech for chromebooks runs through the school
15. Motion to Approve the Budget: Mandy Hamrick; Second by Robbie Piehl. No discussion. Motion passes unanimously.

B. Monthly financial report

1. PBCCS is in a very good spot overall.
2. Operating in a surplus with carryover for next year
 - a) Discussion about end of year bonuses, which is happening regionally right now.
 - (1) \$1000 bonuses = \$35,000
 - (2) 2% salary bonus = \$28,000
 - (3) 5% salary bonus = \$70,000
 - b) Discussion and decision to move forward on bonuses at 4% of salary for this end of year.
3. Robbie asked question #11 about compromised security checks, and #3.

I. Board Operations (15 minutes)

A. Administrator Hiring

- i. Timeline
- ii. Hiring Committee: Robbie P, Mandy H, Greta Secor, Allyson Hamlik, and Maggie Townsend
 - a) Reviewing applications and selecting candidates for interviews. Interviews will be scheduled for the week of May 23-27.

B. Board vacancy discussion and appointment

- i. Tori Dennis resigned from the board earlier today.
- ii. 5 total applications
 - a) 1 withdrew; 1 no-contact; 1 was late so dismissed; 2 were interviewed
- iii. Discussion related to appointments of new members would fill the month of June + the next 2 year term.
- iv. Discussion related to a 5-7 person board; all current members agreed that both interviewed applicants were strong candidates.
- v. Motion: Fill 2 board seats with Susan and Bri and that they complete the new member board training: 1st by Robbie; 2nd by Kori; motion passed unanimously.

- vi. Discussion to move the June board meeting from June 23rd to June 2nd @ 6:00. (Robbie will invite the new board members)
 - a) Admin hiring committee will be wrapped up for that meeting.

C. Board training

- i. Discussion that school board members should all complete the volunteer requirements/process
- ii. Discussion that the commitments to being on the school board are made clear prior to someone accepting a board position.
- iii. Steve spoke with OSBA about an evening of training for board members (approximately \$500). Proposed time of July 21, for a couple of hours. Board members attend in person while OSBA trainers are on zoom.

II. 22-23 Operations

A. Facility Lease Agreement

- i. The only thing that changed in the facility lease agreement was a deletion of the requirement to use Watchdog Security; PBCCS will continue to work with CCSD facilities team to find a new security service provider and will align with CCSD's decision.
- ii. Motion to approve the updated lease agreement made by Robbie; 2nd by Mandy; motion passes unanimously.

III. Policy Reading (5 minutes)

A. GCBDA/GDBDA-AR - Oregon Family Leave

- i. This policy is not currently adopted at all; OSBA recommends PBCCS adopt this policy b/c we have over 25 employees (not required).
- ii. Policy discussion to be moved to the June 2nd meeting.

IV. Administrators Report (5 minutes)

- A. Hiring for 22-23 school year: PE position, MS SS, and K-5 pool positions all posted. Interview processes in motion.
Goal is to have all positions filled by week of June 1.
- B. State Testing: 3rd-8th grade take ELA & math tests; 5th and 8th take science test.
- C. End of year benchmark assessments K-8 will happen this spring.
- D. PE grant renewed with additional funds. (Jenn will do grant reporting in July for this year.)
- E. Jenn working on ODE grant for the next school year for staff retention.
- F. Overnight trips and field studies happening!
- G. Culmination events planned for June: families are invited to come show off their learning.
- H. Talent Show is back!
- I. 8th Grade Promotion is on June 15th, evening. (Breakfast in the AM)

V. Board Comments

- A. Robbie: How are the cleaning services going? Jenn: The contract plan for all custodial services is going great. This contracted plan is saving the school money. There will be a deep clean this summer by the same company. Maintenance position has been very supported by the CCSD facilities team.
- B. Mandy: Follow-up on investigation vs non-investigation? Steve: OSBA says it would be a waste of time/money to investigate at this time. OSBA recommends

learning from what happened then moving on.

- C. Kori: More definition related to dress code guidelines/logos/political speech?

Jenn: We cannot limit student political speech on clothing.

- D. Robbie: Should there be a follow-up with teachers on how things are going?

Jenn: teacher meetings are Thursdays after school and yes a couple of board members would be *welcome* to come and communicate with the staff. Board member(s) will report to teachers during the teacher meeting occurring after the monthly board meeting.

- E. Steve: Bragging on PBCCS alumni: Rachel Lester is at state tennis, playing for Ridgeview. Corley Holliday is on OHSET team and got 4th at state, moving to regional competition.

VI. Adjourn @ 8:10


Meredith Foley


Steve Holliday, Board Chair