

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

July 21, 2022 DRAFT

REGULAR SESSION following Board Training PBCCS Library

BOARD TRAINING

I. OSBA Board Training

Kristen Miles, OSBA, led the PBCCS Board through a training that focused on the roles and responsibilities of serving on the Board.

In Summary, highly effective Boards focus on:

1. Vision and goals
2. Climate
3. Data and monitoring - student achievement
4. Cohesive teaming of one Single belief: All students can learn
5. Shareholder and Community engagement - focus on policy not daily operations.

Roles and Responsibilities

Role of board	Role of the director
Govern	Manage
Policy	AR/implementation
Budgetary adoption/oversight	Budgetary expenditures & management
Hiring head of school	Hiring everyone else
Community engagement	Community engagement

The training also touched upon executive sessions; handling complaints; conflicts of interest; social media; “parking lot” meetings; committees; challenges specific to charter schools; and maintaining a “balanced governance continuum”.

Tools that help with balanced governance continuum:

Board operating agreement (policies)

Board-director working agreement (collaborative conversations)

Director evaluation process and tools (book available for charter schools specifically)

Board retreat/training

Training ended at 7:50 pm.

Regular Session - Board Meeting - 7/21/22

Board Members Present: Steve Holliday, Robbie Piehl, Brie Rogers, Susan Crawford, Mandee Hamrick, Kori Urell

Board Members Absent: Sonja Peterson (attended Board training until 7 pm)

Staff Present: Maggie Townsend, Allyson Hamlik, Meredith Foley, Greta Secor (Zoom), Naomi Piehl (Zoom)

Public: Branden Story

MEETING AGENDA

- I. Call to Order
 - A. Chair Holliday called the meeting to order at: 7:52 pm

- II. Flag Salute
 - A. Chair Holliday led the Pledge of Allegiance at: 7:52

- III. Public Comment - None

- IV. Consent Agenda
 - A. Minutes - Board Meeting: June 2, 2022
 - B. Policy Adoption: GCBDA/GDBDA-AR - Oregon Family Leave
 - C. Approval to Hire:
 - Michelle Holliday, K-8 Physical Education Teacher
 - Kaitlin Ross, 5th Grade Teacher
 - Sonya Jackson, Educational Assistant
 - Mary Scrocca, Educational Assistant
 - Janet Bemrose, Building Engineer & Groundskeeper

Motion to approve the consent agenda made by Robbie Piehl;
Motion to approve seconded by: Mandee Hamrick
|. Motion passed | all approved by 6, 0

- V. Financial Report:
 - A. Rochelle not here; reviewed & no questions

- VI. Board Operations
 - A. Board officer elections completed
Maggie says thank you for voting twice.
Chair: Steve Holliday 1 more year
Vice: Robbie Piehl 1 more year
Secretary: Mandee Hamrick
Treasurer: Kori Urell

B. Appointment of Bank signers:

- Kevin Milner, Board Chair & Board Treasurer

Motion to add Kevin Milner, add Kori Urell, remove Jenn O'Shea, remove Tori Dennis as bank signers made by Steve Holliday; Robbie Piehl seconds; Motion passed | all approve 6,0.

VII. Administrator's Report:

Comments:

Mr Milner has hit the ground running; Jenn (Berry-O'Shea) has super helpful with the transition; Meredith (Foley) took Kevin on tour of community; Maggie (Townsend) answers all kinds of questions. Maggie, Meredith & Kevin will be attending a safety training in Bend; meetings with staff to determine what's working what's not. Family event in late August, working with staff when they return later in August.

Kori - offered to support Mr. Milner about school safety. Mr. Milner wants to make sure staff is involved.

Mandee said that board ended year by coming to staff meetings and she would like to see that continue.

Mr. Milner: - Open door policy, wants to uphold traditions and legacy of the school.

VIII. Board Comments

Kori: Walked around with Leland, talked about shortcomings. Mentioned about district software and cameras and that they are changing right now in district. Hired new safety guy in district. New modular at PBCCS needs some things. Kevin leads the safety committee and Kori is happy to be a part of.

Brie: Would like to be part of communication piece with board and school

Susan: Thank you for the board training.

Mandee: Do we have a board operating agreement? Also when emails come to board, board secretary responds with here is what you do.

Steve: I agree we should get a template/examples and it would be a good idea to have.

Mandee: Is a retreat possible?, board operational agreement, would be good if it is a working document.

Robbie: Retreats in past were communicated by Jenn O'Shea so there are opportunities available.

Susan: Facilitator has helped in past for board retreat to have a direction.

Mandee: Where do we want to go from here? Want to take mission statement taken

into account

Robbie: What are next steps because of bond failure? Also, regarding emails need to close the loop so to speak with board communication and also said he is in agreement with Mandee about having procedures that were handled correctly in the past.

Brie: Bond measure - prioritize what we have to fund to in the future. As we transition back to parents/family members being more in school, then can we ask for volunteers to do projects to spruce up spaces?

Robbie: Not a lot of time before school, so Kevin please let us know what we can do to help.

Meredith: By August meeting should be able to give a list of needs without burning any teachers out before they're ready to come back.

IX. Meeting Adjourned by Steve Holliday

Meeting adjourned at 8:24

Allyson Hamlik, Board Assistant

Steve Holliday, Board Chair