

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

February 16, 2023

Work Session 5:30 PM, Regular Meeting 6:00 PM

PBCCS Library

Join virtually: <https://us06web.zoom.us/j/82040059060?pwd=RVBSVlpxTDk1MU9FZ0sxQVE2ZU1oUT09>

PUBLIC PARTICIPATION:

The PBCCS Board invites involvement. All PBCCS Board monthly business meetings, with the exception of executive sessions, are open to the public and are conducted in public. PBCCS Board business meetings are designed to keep presentations and deliberations efficient and effective.

If you wish to speak, please sign in or submit a request via Zoom meeting chat. The Board Chair will call your name when it is your turn to speak under the "Public Comment" section of the meeting. Please keep comments to three minutes. A group with a common purpose should designate a spokesperson. The board will hear no complaints against any personnel in open session. If you have a complaint about a specific staff member, please contact the administrator or the board chair. If you wish to request that the board consider an agenda item, please contact the Board Chair or Board Administrative Assistant at least one week prior to the next Regular Board meeting.

Board Members Present: Chair Steve Holliday, Vice Chair Robbie Piehl, Dir. Mande Hamrick, Dir. Susan Crawford, Dir. Brie Rogers, Dir. Kori Urell

Staff: Maggie Townsend, Kevin Milner, Allyson Hamlik, Meridith Foley

Public: Elizabeth Mansell (online)

**Work session was called to order by Chair Steve Holliday at 5:30 pm.

WORK SESSION AGENDA:

I. Interview with Mattie Day

**Introductions were made by each of the board members.

Board applicant interview questions were asked by Chair Steve Holliday and answered by Mattie. Questions were asked by Mattie of the board and answered.

II. Interview with Colton Waibel

**Introductions were made by each of the board members.

Board applicant interview questions were asked by Vice Chair Robbie Piehl and

answered by Colton.

Board work session adjourned at 6:06 pm by Chair Steve Holliday

Board Members Present: Chair Steve Holliday, Vice Chair Robbie Piehl, Dir. Mande Hamrick, Dir. Susan Crawford, Dir. Brie Rogers, Dir. Kori Urell

Staff: Maggie Townsend, Kevin Milner, Allyson Hamlik, Meridith Foley

Public: Taryn Arnold, Colton Waibel (stayed for meeting)

BOARD MEETING AGENDA

I. Call to Order

A. Chair Steve Holliday called the meeting to order at 6:09 pm

II. Flag Salute

A. Chair Steve Holliday led the flag salute at 6:09 pm

III. Public Comment

A. None

IV. Consent Agenda

A. Meeting Minutes Approval: 01.16.2023

Vice Chair Robbie Piehl makes a motion to approve the minutes of the consent agenda | Dir. Mande Hamrick seconded | All in favor, Motion carried 6,0

V. Facilities

A. Building Update

Bids to redo the gym floor were obtained by Mr. Milner. After consultation with CCSD Facility Director, Leland Bliss, the decision was made to wait for this to be done in the future (next CCSD bond). CCSD will send workers to train our building engineer and strip and reseal the floor.

A Bid is being sought for a roof to be put over Mod 6. There is a \$26K lease on the newest mod for two years and the lease is up in August 2023. Modern Building Solutions is who PBCCS leases from. Discussion about who owns mods, who pays to move mod if we give up the newly leased mod and what are we doing in limbo with older mods as we wait to find out if the bond will pass,

possibly in November of 2023. Discussion was had about crosswalk on Hwy. 126.

B. Long-Range Planning Team Report

Information gathering and budgeting will start tomorrow on PD day 2/17/23

VI. Financial Report (Taryn Arnold)

Audit is completed but not yet finalized to Treasurer.

Student investment account \$155K (current), down to \$152K (2023-2024), up to \$159K (2024-2025)

\$9.9 billion for state school budget which results in a 2% increase for next year.

Vice Chair Robbie Piehl asked 2 financial questions of Taryn Arnold:

- 1) Have all federal and state reimbursement requests as well as required financial reporting forms been filed timely? YES
- 2) Is the business office adequately staffed to allow for proper segregation of duties? YES
Maggie enters deposits; Taryn posts deposits; one other person in office reconciles.

A. Oregon Family Leave Update

American Fidelity Plan has been approved, employees have to pay no matter what starting in September; 60/40 split of 1%

B. Grant Funding Update

ESSR funds will be used on cleaning supplies and is running out; PEAK grant is for PE; hoping to get Facebook grant \$.

C. Additional credit card approval

Maggie would like one more credit card with a \$5K limit. Need a motion

Dir. Mande Hamrick made a motion to add a 3rd credit card with an aggregate of \$15K total spending limit | Motion was seconded by Dir. Susan Crawford | All in favor, Motion carried 6,0

VII. Enrollment Waiver Requests

3 requests were made; 2 written requests and 1 verbal requests.

Chevelle Utterback - 2nd grader (Medical reasons)

Adriana Bianchini - 2nd grader (Medical reasons)

Asher Moore (medical emergency) - 7th grader (no waiting list for the class)

Dir. Kori Urell made a motion to allow the 10 day waiver requests to pass | Dir. Brie Rogers seconded the motion | All in favor; Motion carried 6,0

VIII. Policy Review:

A. [JEA: Compulsory Attendance - Second Read](#)

Kevin Milner reviewed the edited and 2nd draft Compulsory Attendance policy. Agreed upon changes will be made and it will be brought back next meeting.

IX. School Board Vacancy

Discussion about 2 candidates for the interim board position.

Dir. Susan Crawford made a motion to offer Colton Waibel the interim board position. | Dir Kori Urell seconded the motion. |All in favor; motion carried 6,0

X. Administrator's Report


- We have a guiding universal assessment in reading. We are piloting a math assessment in 4th grade. Concern will be the amount of time needed to assess students in math and what information this will provide teachers.
- Exercise-a-Thon was a huge success.
- Incredible breakthrough with the community group to connect with Mark Mallot in September to bring back the "adult only" fundraising event after the CORS event on Saturday evening.
- Pie Auction is still in the works for the spring.
- Library funds/donations have been received to update and spruce up the library.
- Parent mid-year survey will be sent out soon.
- PD day with board breakfast and revisioning work is occurring 2/17/23
- Reading achievement continues to be a priority
- School Safety Inspection - the external has been completed. We are waiting for the internal to be completed.

XI. Board Comments

- Dir. Crawford shared about her girl's fundraising efforts
- Dir. Crawford, Vice Chair Robbie Piehl, & Dir. Crawford & Dir. Hamrick will be at the staff PD day & breakfast on 2/17/23

XII. Adjourn

Chair Steve Holliday adjourned the meeting at 7:07 pm


Steve Holliday, Board Chair


Allyson Hamlik, Assistant