

# POWELL BUTTE COMMUNITY CHARTER SCHOOL

## BOARD OF DIRECTORS MEETING

April 20, 2023

Regular Meeting 6:00 PM in Mod 6 South

Join virtually: <https://us06web.zoom.us/j/85028635155?pwd=bHFvM281aGVkNmhPY1grOXJsV0k1UT09>

### **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 (absent), Dir. Mandee Hamrick (online), Dir. Susan Crawford (absent), Dir. Brie Rogers, Dir. Colton Waibel, Dir. Kori Urell

Staff: Maggie Townsend, Kevin Milner, Allyson Hamlik, Meridith Foley, Naomi Piehl (online), Greta Secor (online)

Public: Rochelle Friend, Taryn Arnold

### BOARD MEETING AGENDA

- I. Call to Order
  - A. Chair Steve Holliday called the meeting to order at 6:03 pm
- II. Flag Salute
  - A. Chair Steve Holliday led the flag salute at 6:03 pm
- III. Public Comment  
None
- IV. Consent Agenda
  - A. Meeting Minutes Approval: 03.16.2023 Meeting
  - B. Meeting Minutes Approval: 04.11.2023 Executive Session

*Kori Urell made a motion to approve the minutes of the consent Agenda 3/16/23 General & Executive Meeting|Brie Rogers seconded|Motion passed - All approved 6,0*

*Dir. Colton Waibel makes a motion to approve the minutes of the consent agenda 4/11/23 Executive Session Meeting| Brie Rogers seconded|Motion passed - All approved 6,0*

V. Facilities

A. Building Update

1. Facility Upgrades (From Safety Assessment)

Mr. Milner has the "TO DO" lists stored in the drive.

General funds and 811 funds collected (\$48K) will be used to complete tasks

High level (H); Low level (L)

Either our building engineer, Crook County SD maintenance staff, or and outside vendor will help completed tasks.

B. Long-Range Planning Team Report

1. PBCCS Survey Results

87 respondents

PBL is very important to folks in community

PE is very important

Small is good; K-8 is preferred model.

Entire bond was gone through at the district meeting. \$8 million was still the figure that was talked about for PBCCS. Septic restrictions, traffic restrictions are keeping us the size we are currently. Dir. Brie commented that if we made PE a staff position, we might be able to write a grant for more MS electives.

VI. Financial Report (Rochelle Friend and Taryn Arnold)

A. Budget development for 2023-24 : update

Mr. Milner's Budget Overview:

4.5% COLA

\$1550 - Health Ins.

A signing bonuses for year

Facilities: 1 year lease extension for Modular classroom; Reserve funds are

needed for emergencies

Staffing: Maintain current staffing. Also: Place-Based coordinator (SIA funds) added to the VP position , counseling support, enrichment teacher

Technology: technology support, tech replacement, cyber attack protection

Curriculum: universal math assessment; math curriculum starting in MS

Rochelle's report:

There is a healthy carryover surplus in the general fund. The mod rental is now in the general fund; it is not being covered by ESSR funds. \$ has been built into the budget to protect against cyber attacks which are becoming more prevalent. The education bonus twice yearly has been built into the budget. SIA account may go up. There is a technology reserve fund for repairs and new technology as needed.

B. Audit Update from Rochelle

Not yet reviewed. Audit firm has had the audit since October. We are still receiving state school funds. Usually if audit is not done by January, then funding is withheld. The ESD moved away from this auditor a year ago. Rochelle will get quotes from ESD auditor and bring back to next meeting to potentially change auditors for next year. Dir. Mandee Hamrick asked if there is anything else we can do to encourage completion of audit. Rochelle is going to re-read contract and continue weekly check-in to encourage completion by auditor.

C. Family Leave Update

Standard vs. State

Standard's rate is 1.16% vs State 1%

Cost difference is not passed on to employee

American Fidelity opted not to work for smaller districts so is not available to PBCCS.

Dir. Kori Urell made a motion to go with the Standard Family Leave Plan | Dir. Colton Waibel seconded the motion. Motion passed 6,0; All Approved

VII. Policy Review:

A. Policy GCBDF/GDBDF

1. GCBDF/GDBDF Oregon Family Leave (First Read)
2. GCBDF/GDBDF (AR) Oregon Family Leave (First Read)

OSBA tasked us with adopting a Family Leave Policy. Ours is from 2011. Mr. Milner believes that Standard will provide informational posters. Mr. Milner will follow up with unknown brackets and wording that are in Model Charter School Sample that board members reviewed.

B. Policy JGE Expulsion (Hearings Officer)

Mr. Milner is asking about a neutral person (possibly Rochelle Williams from ESD) who performs last part - expulsion after lack of attendance.

VIII. Administrator's Report

Enrollment is strong across grades K-8.

Calendar is full of trips, state testing, & after school electives

Summer maintenance lists are scheduled

HMH is being piloted in May by elementary teachers

Reading curriculum will be shared/communicated to parents at parent coffee in May.

Rigor and challenge is a part of HMH with good tools that are available.

Next board meeting will be at Pioneer School. Leland really wants PBCCS to see it.

IX. Board Comments

Dir. Colton Waibel asked about his responsibilities with proposed budget. Responsibility includes everyone looking for extra large differences from previous year and bringing up to board members.

Chair Steve Holliday asked about fund being accessed for teacher professional learning.

Mr. Milner responded that only one staff member had done so.

X. Adjourn

Chair Steve Holliday adjourned the meeting at 7:31 pm

  
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Steve Holliday, Chair

  
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Allyson Hamlik, Assistant