

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

May 18, 2023

Regular Meeting 6:00 pm

Pioneer High School

1200 SE Lynn Boulevard
Prineville, OR 97754

Join virtually: <https://us06web.zoom.us/j/85749903732?pwd=UkxaWGISQU81Y25WZDJWTFZtNVNFUT09>

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.

Tour of Pioneer High School at 5:30, followed by our regular meeting at 6:00PM.

Modern Building Systems - 16 sections - from Tri-cities, craned over from high school; put together in 2 days. \$3,000,000 to build. Delays - didn't move in until December instead of September. Lessons learned: Admin forgot storage for offices. Keeping everything square was a challenge (windows & doors) - 6 classrooms. Classrooms can handle about 25 kids per room.

Board Members Present: Chair Steve Holliday, Vice Chair Robbie Piehl, Dir. Mandee Hamrick, Dir. Susan Crawford, Dir. Brie Rogers, Dir. Colton Waibel, Dir. Kori Urell (absent)

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

Public: Taryn Arnold

BOARD MEETING AGENDA

I. Call to Order

A. Chair Steve Holliday called the meeting to order at 6:04 pm

II. Flag Salute

A. Chair Steve Holliday led the flag salute at 6:04 pm

III. Public Comment:

None

IV. Consent Agenda

A. Meeting Minutes Approval: April 20, 2023 Meeting

Dir. Mande Jua-Hamrick made a motion to approve the consent agenda. |Dir. Brie Rogers seconded. All voted to approve; Motion passed 6, 0

V. Alumni Update- Miss Emma Holliday

Very positive experience at PBCCS. Community & culture was very different at PBCCS than at Redmond MS & elementary schools of friends that she has talked to. Emma has only been on 2 field trips in 4 years of high school at Ridgeview. Had to drive themselves to Deschutes County Courthouse (no funding for buses) for AP government class. AP environmental science class - so much background knowledge gained from PBCCS.

VI. Facilities

A. Facilities Update

1. Current happenings, repairs and estimates

In the drive there is a list of items that we are keeping track of. The big item currently is tree removal. Chair Steve Holliday & Mr. Milner are meeting May 23, 2023 with CCSD board to discuss previous items from previous meetings.

VII. Financial Report

A. Audit Update

State revenue forecast came in much stronger than expected. Audit is complete. No findings or recommendations. Maggie is wrapping up what needs to be done for the DOJ. 1 more year with the same auditor since the deadline was missed to switch auditors. Board has until January of 2024 to make a decision for the new auditor.

HR proposals

4.5% COLA increase for staff, insurance increase, mid-year bonus and end of year signing bonuses.

Reserve funds:

\$150K for an emergency. We will extend the lease for Mod 6. Safety/repair & maintenance.

Staffing:

Maintain current staffing
Place Based support position SIA funds
Counseling support SIA funds
Enrichment support SIA funds
Office support during registration period
Full time PE teacher built into budget

Technology:

Agreement with HDESD - \$8-\$10K
**New fund for technology (replacement cycle) - repair & replace Chromebooks.
Insurance purchased for cyber attacks

Curriculum & Instruction:

Math assessment IReady
Math program - look at for MS starting next year

Not Included:

Classroom furniture
Classroom technology - 4 classrooms are going to jumpstart technology
Improvement in facilities themselves

Questions from Dir. Crawford

Code 2410 - Liability Insurance tripled - Taryn responded it might be Cyber Insurance (\$20K)
Printing and binding - \$4,000 budgeted for CCSD print shop plus our copy machine
Director Crawford said she shows \$9K directly off CCSD general budget

Dir. Rogers reported that Reser grant application is usually opened in the fall

Vice Chair Robbie Piehl asked the following financial questions:

#4 Have payroll reports been filed and have all payroll liabilities been paid timely? YES

#9 Is the business office adequately staffed to allow for proper segregation of duties?
YES How so? Rochelle, Taryn, or Katie are always available.

- B. 2023-2024 PBCCS Budget- 2nd Read and Discussion
 - a. [Budget Overview](#) - May
 - b. [Proposed Budget](#)

Dir. Crawford made a motion to approve the proposed budget. |Dir. Mande Juza Hamrick seconded the motion. All voted in favor; Motion passed 6, 0.

- A. Tree and Limb Removal Bids
4 Brothers Tree Service
Dir. Crawford asked if they have a #CCB number. Not on their invoice.

Dir. Mande Juza Hamrick made a motion to approve the \$9K expense to 4 Brothers Tree Service for tree removal| Dir. Colton Waibel seconded the motion. All voted in favor, Motion passed 6, 0.

VIII. Policy Review:

- A. New Policy - Expulsion - N/A.

- B. First Read: Policies IGBB (TAG Program), IGGBA (Identification of TAG) & IGGBA-AR (Appeal procedure) Talented and Gifted (TAG)

Mrs. Foley reported that the possible new policy provided more opportunities and domains to categorize a TAG or Intellectually gifted student. The new possible policy allowed for students to work at a rate and or level that's appropriate for each student.

Dir. Piehl made a motion to approve the proposed TAG Policies that were reviewed.| Dir. Mande Juza Hamrick seconded the motion. All voted in favor. Motion passed 6, 0

- C. Follow-Up from April and Expulsion Policy JGE - Discussion but new policy not yet adopted.
 - a. Expulsion Hearings Officer - Rochelle Williams, Regional Director of School Improvement

 - b. {} The bracketed language is guidance language that is intended to be removed prior to or at adoption.

IX. Administrator's Report

A. Annual Report to CCSD (in Drive)

B. Overview of HMH, "Into Reading" and ELA curriculum selection overview:

1. https://www.hmhco.com/content/reading/into_reading_v2/g3_5/teacher/epub/hmh_ir35_pge_v2_teacher/#cards--3_5re_ir_pg_all_hul_3/

Presentation to parents at the Parent coffee. Teachers are piloting new curriculum this month.

C. PBCCS Happenings

Field Trips in the spring

Parents have come in and spoke about careers with 8th graders

1 teacher has resigned; there may be shuffling around of jobs.

End of year events - BBQ - June 14th 11-1pm. Kindergarten pie auction towards end of day

8th grade breakfast and 8th grade graduation

PBCCS garden has really taken off

D. Technology for Board

A few extra Chromebooks are available and can be assigned to board members.

Less printing of board materials since will be available on computer

X. Board Comments

Dir. Susan Crawford asked about the next board meeting.

Thursday June 8, 2023 board meeting at 6 pm online

Board nominations will be taken care of.

Dir. Colton Waibel asked about Pioneer HS building - discussion about building.

XI. Adjourn

Chair Steve Holliday adjourned the meeting at 7:40 pm.



Steve Holliday, Board Chair



Allyson Hamlik, Board Assistant