

# POWELL BUTTE COMMUNITY CHARTER SCHOOL

## BOARD OF DIRECTORS MEETING

October 26, 2023

6:00 PM - PBCCS Library

Meeting Link:

<https://us06web.zoom.us/j/83768013244?pwd=Km5oQDMgh2DKzBnmlwr4uSroUuJQTI.1>

### **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 Mande Hamrick, Vice Chair Kori Urell, Dir. Jessica Ritter, Dir. Susan Crawford, Dir. Brie Rogers, Dir. Colton Waibel (absent), Dir. Cassandra Giovanini (absent)

Staff: Kevin Milner, Meridith Foley, Allyson Hamlik (Board Assistant), Naomi Piehl (online), Nicole Bennett (online)

Public: Taryn Arnold (online), Piper Bainbridge, Chance Mott, Leslie Westcott, Darla Peterson

### BOARD MEETING AGENDA

- I. Call to Order
  - A. Chair Mande Hamrick called the meeting to order at 6:00 pm
- II. Flag Salute
  - A. Chair Mande Hamrick led the flag salute at 6:00 pm
- III. Public Comment - None

IV. Student Report: Piper Bainbridge and Chance Mott (8th Grade)

Chance

- \*Fun Upcoming school events - Dance for Halloween , Trunk or Treat
- \*Electives - 7 choices ( some provide global exposure); 6 weeks in length
- \*Field Studies - Water Year - McKay Creek & Board & Beck; benefits include that students are active with community - getting in the water, getting dirty, hands on
- \*Social Studies - learning about ancient civilizations and relation to modern day
- \*Science - learning about molecules
- \*Math - Pythagorean Theorem
- \*Student Council - activities director; leaders of the school

Piper

- \*Middle school sports - bus transports students to Prineville for Volleyball, basketball, track, etc.
- \*Question from board: Have you been able to make connections to students in Prineville?*  
*Response: It helps you to come out of your shell - friendships have been pretty good.*
- \*Complications - lack of communication (closing of a sign-up sheet; when sports sign-ups happen, cancellations, students must advocate for self)

Maggie shared that the Athletic Director communicates with her and info is communicated to families in Friday folder. Parents have to check app that is also a communication tool.

- \*Place based school - H2O year, stream flows (explained about previous years; Land & Community)

V. Consent Agenda

- A. Meeting Minutes Approval: 09.21.2023, 10.10.2023

**Dir. Jessica Ritter made a motion to approve the consent agenda (including Meeting Minutes for 2 meetings, policy approvals/adoptions in Part C & bank signature updates in Part D. Bank signature updates at First Interstate will be completed after meeting minutes are approved in November.) | Dir.Kori Urell seconded |All approved; motion passed 5,0. (Dir. Waibel & Dir. Giovanini absent)**

- B. Staffing

1. No Updates

C. Policy Approval/Adoption

1. EHB – Cybersecurity
2. EHB-AR – Cybersecurity
3. JGAB - Restraints and Seclusion
4. JGAB-AR: Restraints and Seclusion
5. KBA: Public Records
6. KBA-AR: Public Records AR

Cybersecurity, Restraints & Seclusion, & Publics Records were looked at and reviewed with changes/edits. Cybersecurity and IT security code are still being agreed upon and will likely be embedded in agreement with ESD. Restraint and seclusion policy discussed and clarification was made that some staff will be CPI trained in the future.

D. Bank Signer Updates

1. Remove Steve Holliday and Kori Urell
2. Add Mande Juza-Hamrick and Susan Crawford

**\*\*Motion made and approved for Part A/B/C/D.**

VI. Financial Report (Taryn Arnold)

- A. The audit was started last week (Week of 10/16/23) and is underway.
- B. The final ESSR reimbursement was submitted in the amount of \$2261.
- C. The state school funds report has not changed since September of 2023.
- D. The first payment to Standard Insurance has been made for FMLA.

Dir. Susan Crawford queried Taryn regarding pay back of state school funds if enrollment drops; Taryn Arnold responded that potentially "Yes" that could happen.

Vice Chair Kori Urell asked two questions.

- 1) Are all cash and investment accounts reconciled to the general ledger? YES
- 2) Does the adopted budget reflect expected expenditures? YES

VII. Facility Committee Report

A. Committee meetings are to be conducted before January of 2024; committee members will then report to board members in following board meeting.

VIII. Financial Committee Report

A. Committee meetings are to be conducted before January of 2024; committee members will then report to board members in following board meeting.

Meeting to be set for COLA discussion for next year's projected budget. (Dir. Brie Rogers, Mr. Milner, Mrs. Townsend, Mrs. Foley, Dir. Susan Crawford). Usually budget discussion begins before March of 2024.

IX. Policy Committee Report

1. GBED- Medical Examinations/Drug Testing
  - a) Possible discontinue; board members to review and decide by next meeting.
2. GBED- Pre-Employment Physicals/Drug Testing
  - a) 1st reading & discussion. Will return to at next meeting. Mr. Milner will explore costs and if prohibitive.
3. GBED-AR Pre-Employment Physicals/Drug Testing
  - a) Discussion about changes made in red on document. Tabled until next meeting.
4. JGE- Expulsion
  - a) Current version listed for reference; truancy can be added as a reason for expulsion because PBCCS is a charter school. Board members will review and return to at next meeting.
5. JGE- Expulsion
  - a) OSBA Recommendations
6. KL- Public Complaints
  - a) Current version listed for reference; highlights discussed are that complaint must be written. The 1st step would be to submit to administrator and then if unresolved a step to submit to the school board.
7. KL- Public Complaints
  - a) OSBA Recommendations

## 8. KL-AR- Public Complaints

- a) Discussion about a lot of redundancy; board members will review and return to at next meeting.

## X. Administrator's Report

- A. How Does the Relationship Between Charter Schools and Resident Districts Affect Student Achievement?

### B. Monthly Update

#### Highlights

- \*\*There was a high percentage of parents/students in attendance at fall conferences.
- \*\*Trunk R Treat - Friday 10/27/23; Student council will be face painting in the library.
- \*\*Thursday, December 14th, Christmas Show
- \*\* Friday April 12th, Lock, Stock & Barrel Benefit dinner + silent/live auction. Barn fee waived by Brasada; tent; band.
- \*\*Thursday November 9th - Veteran's Day Lunch & thank you acknowledgement during school lunch times
- \*\*3 grants submitted:
  - PEEK
  - Meta Grant
  - ODE Reading Grant (requires partial match of \$10K from our budget)

#### Facility Updates

- \*\*Electronic door locks and classroom door changeouts have started and will be completed by Thanksgiving break.
- \*\*Awaiting communication from CCSD regarding grant funding for new cameras inside and outside PBCCS buildings.
- \*\*Outdoor lighting has been installed outside in back of school.
- \*\*Roof and painting work is being completed.

#### School Improvement Goals and Actions

- \*\*Data will be updated 3 times per year. 1st round was completed and PD is being implemented to support new ELA curriculum. Awaiting grant \$ funding to fully implement.

PBE Water Year Update (Mrs. Foley)

\*\*Jean - new partner from COID (Central Oregon Irrigation District); being developed as a multi year partnership to bolster the stewardship piece.

\*\*Looking this year at *beneficial use* of water. Example - How do you get your water? How do you keep your water? Then - communicate this knowledge regionally and develop community ag partnerships. The goal is to train the students, then spread the word regionally.

XI. Board Comments

A. Board Outreach Opportunities Coming Up

1. Staff Mtg. Thursday November 2nd, 2023 @2:45 pm

Chair Mande Juza-Hamrick & possibly Vice Chair Kori Urell will attend.

2. Parent Coffee- November 3, 2023 at 8:00 AM

Chair Mande Juza-Hamrick will attend.

B. Board Member comments & Discussion

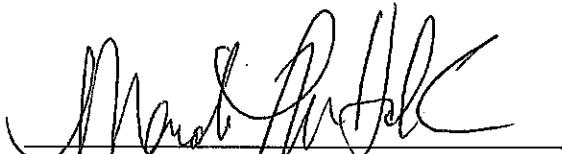
1. Dir. Brie Rogers commented on Numbers at a Glance from state and complimented school's progress and achievements.

2. Dir. Brie Rogers also commented on a possible staff survey to gather *Wants, Needs, & Big Dreams* for Brasada/Lock Stock & Barrel event.

3. Comment was made about 17% deficit from enrollment numbers. Comment & discussion about \$ raised at auction event will stay with PTO group except for specified items until shared with school in upcoming months for intended purpose.

4. Dir. Susan Crawford will be absent at November's board meeting.

XII. Meeting adjourned at 7:32 pm by Chair Mande Juza-Hamrick

  
Mande Juza-Hamrick- Chair

  
Allyson Hamlik- Secretary