

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

January 18, 2024

6:00 PM - UPDATED per ORS 192.640 - VIRTUAL ONLY due to inclement weather

Meeting Link:

<https://us06web.zoom.us/j/86026679378?pwd=KvMANeeqgLHSXaJVG7VV007QbZRNhm.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.

This is a virtual meeting due to inclement weather so all participants were online.

Board Members Present: Chair Mandee Hamrick (online), Vice Chair Kori Urell (online), Dir. Jessica Ritter (online), Dir. Susan Crawford (online), Dir. Brie Rogers (online), Dir. Colton Waibel, Dir. Cassandra Giovanini (absent)

Staff: Kevin Milner (online), Meridith Foley (online), Maggie Townsend, Allyson Hamlik (online), Naomi Piehl (online), iPhone?, Michelle Holliday (online)

Public: Taryn Arnold (online), Cody Allen, Keith Buie

BOARD MEETING AGENDA

- I. Call to Order -
 - A. Chair Mandee Hamrick called the meeting to order at 6:00 pm.
- II. Flag Salute
 - A. Chair Mandee Hamrick led the flag salute at 6:00 pm.

III. Public Comment: None

IV. Student Report, Keith Buie and Cody Allen (8th Grade)

Keith: School is great. We have a lot of fun activities especially on Fridays with electives. During field studies we are learning about our town and doing a geo-inquiry. Research has to be done on the question, not just google the answer.

Cody is doing the knitting elective. Cody spoke about the new math curriculum. Grades have improved and both feel they have learned a lot more. IReady has a brain break built in which is helpful.

Chair Mandee Hamrick asked what was the best part of 8th grade?

Keith: Role model for younger grades, top of the classes, finally one of the older kids, morning announcements.

Cody: Thinking about future careers, and high school.

Chair Mandee Hamrick also asked: Is there anything we can do to make our school better?

Keith: Really likes PBE, not really anything he can think of.

Cody: agrees with Keith, loves field studies!

Dir. Jessica Ritter complimented 8th graders on what great ambassadors Keith and Cody are for our school.

V. Consent Agenda

A. Meeting Minutes Approval: 12.7.23 Meeting

B. Policy Approval/Adoption

Dir. Jessica Ritter made a motion to approve the consent agenda | Vice Chair Kori Urell seconded the motion. | All approved. Motion passed, 6, 0

VI. Financial Report (Rochelle Friend / Taryn Arnold)

A. Audit Report

Audit was completed at the end of December. Clean audit. Polly Rogers will present financials in February to the PBCCS board. RFP's will be submitted for next year's audit. It is the beginning of budget season; Taryn meets with Kevin and Meridith and Taryn and Rochelle will be working on estimates for next year's budget.

Vice Chair Kori Urell questioned about the contingency money set aside for repairs and if it is in the general fund. Comment was made that 811 money is not as strong as it once was but yes contingency money was in the general fund for repairs and maintenance.

Financial Questions:

7. Are there any suspected changes to the internal control system? - NO
8. Have there been any suspected changes to the internal control system? - NO

B. Angel Fund Donations -

We have very generous parents. PBCCS was approached at the end of December by families wishing to donate.

Soccer goals were purchased, library books/materials will be purchased, funds have been dedicated to PE equipment from these parent donations.

VII. Facility Committee Report

Vice Chair Kori Urell spoke about a list of needs should a bond be passed by CCSD in the future.

A letter has been written to CCSD covering a list of needs dated January 24, 2024. Would like Chair Mande Hamrick, Principal Milner, & Vice Chair Kori Urell's signature so that letter can be sent to CCSD board and Dr. Yecha, & Dr. Hoff. Letter will be sent tomorrow by noon 1/19/24 if there are no objections from the PBCCS board.

Vice Chair Kori Urell made a motion to approve the letter and sent it by noon on 1/19/24 if there were no objections/changes to the letter. |Dir Jessica Ritter seconded the motion. |All approved. Motion passed, 6, 0

VIII. Financial Committee Report

Dir. Brie Rogers, Dir. Susan Crawford, and Dir. Cassandra Giovanini are going to

schedule meetings as PBCCS launches into the next budget season.

IX. Policy Committee Report

A. AC-AR- Discrimination Complaint Procedure- 1st read

Revised 2 years ago. Complaints must be sent to complainant in writing within 30 days receipt of the appeal by the board (only change)

**Suggest move to consent agenda for February.

B. GCBDF- Paid Family Medical Leave Insurance- 1st read

Create or find a poster about Paid Family Medical Leave Insurance and post in the PBCCS staff area downstairs.. Employment department has free PDF's.

**Suggest move to consent agenda for February.

C. IGAI- Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education- 3rd read

Discussion on the final paragraph about gender verbiage. Considering OSBA verbiage or "all students".

Discussion about sentence #17 that covers using inclusive materials and strategies.

Discussion about opportunities being offered to students with communication to parents looping them in regarding curriculum.

Vice Chair Kori Urell made a motion to edit line #17 and include the IGAI C policy in the consent agenda. | Dir. Susan Crawford seconded. Motion passed. 5, 1.

D. JHC- Student Health Services and Requirements- 1st read

School nurse services are shared with us when possible through CCSD. (ex: Vision screening for K-8)

2 school nurse volunteers for PBCCS currently.

**Suggest move to Consent agenda for February.

E. JHCD-JHCDA- Medications- 1st read

Providing Naloxone for possible overdoses. Who would administer this? Those that are first aid and CPR certified and willing.

Change verbiage to current first-aid and CPR cards are required. (Annual training)

**Suggest move to Consent agenda for February.

F. JHCD-JHCDA-AR- Medications- 1st read

Similar to Letter E policy. Double check that our PBCCS form matches what is happening to match policy. PBCCS form has a spot that a doctor signs off on the ability of a child to take medication.

**Suggest move to Consent agenda for February.

Vice Chair Kori Urell made a motion to move Policies A, B, D, E, F, G to Consent Agenda for February 2024] Dir Susan Crawford seconded the motion. Motion passed. All approved, 6, 0.

X. Oregon Dept. of Education Early Literacy Grant (Kevin)

A. Grant Agreement Recap

Early Literacy Success Initiative, four goals identified:

1. Increase early literacy for children from birth to third grade.
2. Reduce literacy academic disparities for student groups that have historically experienced academic disparities.
3. Increase support to parents and guardians to enable them to be partners in the development of their children's literacy skills and knowledge.
4. Increase access to early literacy learning through support that is research-aligned, culturally responsive, student-centered and family-centered.

PBCCS Early Literacy Grant Team: Beth Wharton(Kindergarten), Greta Secor (2nd Grade), Meredith Foley (Assist. Principal) and Kevin Milner (Administrator).

Grant Funds: 2023-24: \$41,690.33; 2024-25: \$43,391.97

Staffing and Additional Support: YEAR 1

~ **Reading Teacher** (20 hours a week - 4 days a week for 5 hours each day) January - June 2024

~ **Extended Hours Tutoring** (2 Days a Week; 1 hour after school; 30 sessions) in Grades K-3

~ **Preschool to Kindergarten Transition Staff** (3 sessions for 1.5 hours in May/June) - 2 staff members

Purchase of Supplemental Materials to Support Students (K-3)

Professional Development for Teachers of Reading (K-5) - April 2024

Staffing and Additional Support: YEAR 2

~ **Reading Teacher** (20 hours a week - 4 days a week for 5 hours each day) September to June 2024

~ **Preschool to Kindergarten Transition Staff**(3 sessions for 1.5 hours in May/June) - 2 staff members

B. Public Comment

C. Request for motion to approve grant agreement

Dir Jessica Ritter moved to approve ODE Early Literacy Grant expenditures | Vice Chair Kori Urell seconded the motion. Motion passed. All Approved, 6, 0.

XI. Administrator's Report

A. Monthly Update

Administrator Update -

IReady Math assessments and Dibels mid-year data will be shared in February. Math teacher will be attending 2nd math training. PD sessions will be occurring for the new elementary LA curriculum, and elementary math.

Snow Removal happened on MLK day with amazing volunteers. Door locks and door changeouts are going to start happening, hopefully on some future PD days. Reading teacher started in January and is moved into Mod #6. All spaces are in use across our school.

Mrs. Foley - PBE Update

Mt. Bachelor SnowShoe Field Trips coming up
5 weeks with a guest educator from Deschutes Watershed Council Class visits.
Outdoor school for grades 4, 5, 6, & 8 in the works.

XII. Board Comments

Dir Susan Crawford attended a staff meeting last Thursday. Interesting to see what happens at staff meetings and observe the climate survey discussions.

Next Staff Meeting - Thursday February 1st. 2:40 pm Chair Mandee Hamrick & Dir. Brie

Rogers can attend.

A. Board Outreach Opportunities Coming Up

1. Parent Coffee- February 2, 2024 at 8:00
2. Exercise-a-Thon, February 14, 2024
3. Board - Staff Work Session, February 16th PD Day (Lunch)
Dir. Brie Rogers & Dir. Jessica Ritter can both attend.
Mr. Milner will invite 8th graders.

XIII. Meeting adjourned at 7:31 pm by Chair Mande Juza Hamrick


Mande Juza-Hamrick- Chair


Allyson Hamlik- Board Assistant