

POWELL BUTTE COMMUNITY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

February 15, 2024

6:00 PM - PBCCS Library

Meeting Link:

<https://us06web.zoom.us/j/89909886684?pwd=IAVPOCX78zT5Rlcyh4rtprlPwgBqM7.1>

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, Maggie Townsend

Public: Taryn Arnold (online), Piper Bainbridge (8th grade) and Keith Buie (8th Grade), Tracy (CPA firm that conducted audit)

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 Keith Buie (8th Grade)

Piper Bainbridge: Talked about proficiency grading. Based on 1, 2, 3, 4. Can grade each question (go deeper into each question). A 3 is right where a student should be. 4 is over and above. Needs for school - chairs for classrooms, track or trail for running a mile (flat space with no potholes)

Keith Buie: Talked about prepping for HS. Recently teachers pulled kids to ask questions about high school choice and also shared informational papers about individual high schools. Teachers have been sharing information about honors classes and schedules for example. 8th graders are very involved in school happenings (announcements) & (leaders during Exercise-a-Thon.) Needs for our school - feels locker rooms are needed. New soccer goals/balls were purchased and will be set up so thanks to the school for that.

Chair Mandee Hamrick asked what questions students had about leaving PBCCS and going to high school. The response was none so far.

Dir. Jessica Ritter asked if students get to go on tours to different high schools. Still waiting to hear about them.

V. Consent Agenda

A. Meeting Minutes Approval: 1.18.24 DRAFT Meeting Notes

B. Policy Approval/Adoption

1. AC-AR- Discrimination Complaint Procedure
2. GCBDF/CDBDF Paid Family Medical Leave Insurance
3. IGAI- Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education
4. JHC- Student Health Services Requirements
5. JHCD/JHCD-AR- Medications
6. JHCD/JHCDA- Medications
7. JHCDA- Medication- RETIRE

Dir. Jessica Ritter made a motion to approve the consent agenda | Dir. Crawford seconded the motion. All approved; motion passed 5, 0.

VI. Financial Report - Taryn Arnold

A. Financial Update

Working on RFP; will be sent out by April

Working on the budgeting process with Mr. Milner, Mrs. Foley and Mrs. Townsend.

B. 2022-23 Audit Report from Pauly Rogers and Co

The financial report was shared by Tracy from Pauly, Rogers, and Co., P.C. The purpose of the audit was to make sure the school followed the accepted accounting and auditing rules set by the state of Oregon.

Page 2 - The auditor issued an unmodified audit with no separate management letter. (Good and clean audit)

Page 4 - GASB statement #96 - a summary of upcoming audit standards.

Page 7 - Findings noticed in years past; service organization (HDESD) does not have SSAE (third-party oversight) ongoing.

Schools oftentimes carry cash on hand more than coverage. It was recommended that the school examine this exposure risk and review the amount of insurance

coverage that is prudent regarding their oversight.

Dir. Crawford asked how long Pauly Rogers had done the audit for PBCCS. Maggie responded: 5-6 years. It was suggested that PBCCS should rotate every 2-3 years.

VII. Committee Reports

A. Open Meeting Requirements

1. Work Session scheduling

Committee meetings have to be recorded, notices have to be given, and meetings have to be open. Discussion about work session meetings vs. board meetings.

Dir. Ritter made a motion to approve the modified meeting schedule incorporating work sessions | Dir. Urell seconded the motion. All approved; motion passed 5, 0.

B. Facility Committee Report

Mr. Milner will meet with Leland from CCSD (Head of maintenance) on 2/22/24. The discussion will cover what money PBCCS will get and what items will be covered. We are not part of the smaller bond coming up.

C. Financial Committee Report

The meeting was canceled - will wait for upcoming work sessions surrounding upcoming budget work.

D. Policy Committee Report

1. BBD/BDA- Public Charter School Board Meetings

Dir. Brie Rogers had one question - Should we have a board signature that includes the highlighted disclaimer on page 3? Discussion in agreement to protect communication.

2. BDC- Executive Sessions

Changes & discussion; both policies will be included in the Consent agenda for March.

VIII. Administrator's Report

A. Monthly Update

**Exercise - a - Thon was a huge success. \$32K was raised which will go towards overnight trips/camps that support "Place-Based education" for our students.

**The calendar for '24-'25 is in development and will be presented to the Board at the March meeting.

**Budget development and staffing for '24-'25 are in development and will be discussed at the upcoming "Budget Work Session" on March 7th (6:00 PM).

**Intent to Return forms have been completed with all but 1 student projected to NOT return in '24-'25. The new enrollment period for '24-'25 starts on April 1st.

**Door locks (electronic) and classroom door change-outs have been rescheduled to happen during the year when students are not in school (PD days; conference prep days...)

**Mod 1 repairs did not fix the issues. More leaks in the roof in two different areas. Admin. will meet with Leland Bliss (CCSD) on 2/22/24 to discuss facility improvements and the funding source.

**Interventions (under the ODE Early Literacy Grant) have begun with students being served both during the day (Reading Intervention Teacher) and after school (Classroom teachers).

**Revisions to supports for students were made during mid-year "data team" discussions (Feb. 7th)

**Winter math screening is nearing completion with preliminary results indicating positive growth across all levels of performance (9%- Above Lvl.; 21%-At Level; 58%-One Grade Below; 9%-Two grades; 4%-More than 2 Grades Below) Middle school academic growth in math indicated that the curricular and instructional changes have made a positive impact. Across all levels, especially for students performing below level by one, or two years, the growth was significant.

**Middle School Math Pilot Result: 94% of 8th graders indicated they preferred the new EdGems curriculum compared to our prior curriculum (CPM).

**Board Staff Lunch 2/16/24

Place-Based Education Update: "Our Water"

K-8 students have been exploring our watershed through weekly lessons with Colette Boylan, an educator with the Upper Deschutes Watershed Council. Colette's lessons have been engaging and hands-on for all students.

3rd, 4th, and 5th-grade students took watershed exploration to the next level by snowshoeing through the forest on Mt. Bachelor with education Rangers in the Discover Your Forest program.

All of our students will experience some out-of-this-world learning as we take a small detour into weather and space content in early March, accompanied by the Star Dome in our building (Sunriver Nature Center & Observatory).

For the spring, classes will be focusing on the watershed in our local rivers, ponds, canals, reservoirs, etc. How do we use and affect these water sources? How can we support healthy ecosystems in these areas, including fish in our community?

Mid-Year Parent Survey Results: Indicators were from 1-5, with 5 being high.

*95% of our parents indicated they are "Satisfied with the Overall Quality of Education at PBCCS" (scored 4 or 5)

*93% of our parents indicated their child "Enjoys Going to School" (scored 4 or 5)

*98% of our Parents Indicated They "Feel Welcome" (scored 4 or 5)

*100% of our Parents Indicated "Staff is Accessible" (scored 4 or 5)

*100% of our Parents Indicated They "Know How to Get Info When Needed" (scored 4 or 5)

*100% of our Parents Indicated That "Information is Communicated Effectively" (scored 4 or 5)

*94% of our Parents Indicated They "Understand Place-Based Learning Model" (scored 4 or 5)

*84% of our Parents Indicated They "Understand Proficiency-Based Grading" (scored 4 or 5)

*94% of our parents indicated they "understand our school mission" (scored 4 or 5)

IX. Board Comments

When is our lease agreement due? Mr. Milner and Joel Huff need to meet regarding this. Chair Mande Hamrick and Vice Chair Kori Urell agreed to meet to support Mr. Milner. Dir. Brie Rogers reported back about the staff meeting. One comment regarded health care and opting out. Some comments were made about higher contributions to family health care, retirement (PERS), gas for long commutes, holiday, and other bonuses.

X. Dir. Mande Juza Hamrick adjourned the meeting at 7:23 pm


Chair Mande Juza Hamrick


Board Assistant Allyson Hamlik