



# POCATELLO COMMUNITY CHARTER SCHOOL EXPEDITIONARY LEARNING

## PCCS BOARD MEETING Minutes

September 18, 2014 6:00 p.m.

995 South Arthur Pocatello, Idaho

Position (*voting member)	Name	
Chair*	Diana Morinaga	P
Vice-Chair*	Barbara Roberts	P
Secretary*	Sharolyn Belzar	p
Treasurer*	Kitty Griswold	P
Parent/Board Member*	Brad Kosmicki	P
Parent/Board Member*	Geoffrey Bennett	P
Parent/Board Member*	Vacant	
Parent/Board Member*	Vacant	
Parent/Board Member*	Vacant	
Community Member*	Vacant	
Teacher Representative	Christenia Coast	P
Teacher Representative	Stephanie Nickell	A
Dean	Michael Mendive	P
Business Manager	Alli Flores	P

6:02 p.m. - Meeting called to order by Diana Morinaga

### Reading

The reading for the month was given by Sharolyn Belzer. The reading for September will be given by Christenia Coast.

A motion was made and seconded to amend the agenda by switching items 6 and 7: motion passed.

### Approval of Minutes

- Minutes from the meeting on August 21, 2014, were reviewed. Motion made and seconded to approve the August Board minutes; motion passed.
- Motion was made and seconded to approve the Executive session minutes from the meeting on August 21, 2014. Motion passed.

### PTO Update - Danna

- PTO held their first meeting two weeks ago. Coordinating travel for adventure activities was discussed.
- The first garden club meeting was held September 17th with good attendance. They held their first garden produce sale on September 18th which brought in \$50, and will continue produce sales every Thursday and Friday after school as long as the produce lasts. Tamera Olsen took care of the garden over the summer.
- Planning for Fall festival is underway.

### Board Applicant Introduction - Diana

- Jamie Anthony and Lori Whaler are interested in being on the board.

### Technology Update

- Chris Roskelly introduced himself and gave a brief history of his computer experience.
- He is working on finding a server to serve our school and is starting the install. It should be up and running by the end of the week.
- New teacher computers have been delayed due to computers on backorder and waiting for the check to clear.
- The filter is in. It still needs some work, but is working well.
- Contact filter - Google search is okay.
- If members of the staff have computer issues, contact Chris by phone if it is an immediate issue or by e-mail if it can wait until the next day.

### Executive Session

At 6:23 p.m. a motion was made to move into Executive Session. Motion was seconded and passed. The Board moved out of Executive Session at 6:38 p.m.

### Facilities Committee Update - Kitty.

- The facilities committee did not meet but they are working towards some of the tasks identified over the summer.
  1. A local boy scout troop will be sealing the foundation of the building for an Eagle Scout project.
  2. Blinds are in the process of being installed in classroom windows.
- Alli created a spreadsheet for the Facilities Committee and Finance Committee to track the expenses for maintenance and reserve.
- Kenny Wright is fully engaged in helping with building maintenance and the gym construction.
- The architect is willing to develop a master plan for the grounds. The committee will meet with him next Friday.

### Fundraising/Grant Writing Committee Update - Sharolyn

- \$6,000 worth of Chico bags were sold - a profit of \$2,500 for the middle school.
- Popcorn shop fundraiser will begin next month.
- The Idaho Direct fundraiser has started.
- Sharolyn would like a teacher or staff member to be on the committee. They also need more committee members.
- The board expressed a desire for fundraising efforts to go toward bleachers, scoreboard, etc. for the gym.

- Sharolyn is working on the Sunshade Structure Grant. The Board would like an outdoor classroom by the garden. Kitty will e-mail the architect for his opinion and knowledge on this type of structure.
- Chris volunteered to be on the grant writing committee.

#### Business Manager's Report

- The financial report was e-mailed to all board members.
- Powerschool update - Alli is still learning about the program and sharing her knowledge with the staff.
- A policy needs to be place for the use of the money in the reserve account.

#### Board Calendar Update - Diana

- Diana proposed that the following items will be discussed during the months indicated:
  1. July - Annual Board meeting, New Board term begins - Board expectations and agreement, Strategic planning session - separate from standard board meeting
  2. August - Vote on Strategic plan, check all policies
  3. September - Strategic plan due to state
  4. October - Present and/or approve financial audit, Discuss LEA options and deadline, Appoint Dean's Evaluation committee.
  5. November - New Dean's Evaluation questions due
  6. December - Board break - no monthly meeting, continue work on Dean's Evaluation if needed.
  7. January - Release Dean's Evaluation survey
  8. February - Programmatic audit
  9. March - Budget suggestions, Governing Board applications out, Dean's Evaluation to board
  10. April - Vote on final Dean's Evaluation, Governing Board elections - Music Festival, Budget presentation.
  11. May - Dean's Evaluation due to state, Finalize budget, Teacher contracts, Voting of new Board officers.
  12. June - Budget hearing, Approve annual budget, Board members overlap

#### Dean's Report - Mike

- Parent orientation - Attendance was sparse for the first one, but more are attending each time.
- Title 1 - Alli and Mike met with the District Title 1 people. They will be using the number of students that qualify for the free/reduced lunch program in grades K to 5 (instead of K to 6) this year to determine funding.
- PBIS is working well. Whitney is attending a training this week to learn how to use the student data management system.
- The students are using the chrome books and the program is working well.
- The first data is back from STAR. The staff reviewed the data on Wednesday and discussed ways in which it could be used.
- National Conference is in December. Lisa McAteer, Whitney Griggs, Camille Martin, Stephanie Nickell and Mike Mendive will be attending.
- There will be a 2 day site seminar on Community/Crew building at Polaris Academy in Chicago. Sarah Casper and Karyn Bethke will be attending.
- There will be a 3 day Math Regional Institute at Answer in Boise in November.
- Mike is working with an attorney on a transportation policy. Crew leaders will not be scheduling transportation to and from any activities away from the school. The hope is that the mentor parents will take on this responsibility. Some concerns have been expressed by parents regarding their liability.

### New Business

- Chris raised the question of allowing new parents to chaperone off campus activities if they have done their Federal BIC, but it has not cleared. The Board decided that this was violating the policy and they should not be allowed to chaperone until all background check results have been received.
- A request was made for another CPR class to be organized at the school.
- Diana distributed a board survey for the board members to fill out.

Meeting Adjourned at 8:20 p.m.

Next Meeting: October 16, 2014

Respectfully submitted by Lorana Dye