



POCATELLO COMMUNITY CHARTER SCHOOL EXPEDITIONARY LEARNING

PCCS BOARD Session Minutes

April 15, 2015 6:05 p.m.

995 South Arthur Pocatello, Idaho

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

6:05PM Meeting called to order by Diana Morinaga

Reading

The reading for the month was given by Jamie Anthony. The reading for May will be given by Chris Coast, and the reading for June will be given by Brad Kosmicki.

Approval of Minutes

- Minutes and Executive Session Minutes from the meeting on March 19, 2015, were reviewed. Motion made and seconded to approve the March Board minutes; motion passed.

PTO Update - Dana McCoy

- Ready to plan for field day – possibly ½ outdoor and ½ movie or classroom clean-up so not as intense as last year – getting feedback from teachers
- Taco John's – usually average about \$600 but no numbers back yet
- 50/50 Music Festival Raffle to offset cost of venue - \$174 (Natalie Christensen donated back her half!)
- Calendar for next year – Halloween is the last Sat. in Oct., so may run Fall Festival earlier on the 31st; Chocolate Extravaganza is the first weekend in March.

Executive Session

At 6:13 p.m. a motion was made to move into Executive Session. Motion was seconded and passed. The Board moved out of Executive Session at 6:55 p.m.

Fundraising & Grant Writing Committee - Sharolyn

- Taco John's and Music Festival (50/50 Raffle) - complete. Yard Sale (for MOSS) - pending.
- Once Chocolate Extravaganza funds have been spent, the committee will reassess needs.
- Pay-to-Wear funds (\$1,787) will be spent on playground-related needs. Adventure expenses that cannot be met by parents will get decided on a case by case basis, as we have done in the past.
- Grant Writing
 1. Received a \$500 check for the Powering Tomorrow Grant (Idaho Power) for the garden.
 2. A decision on the Century Link Grant for iPads should come soon. The CapEd Foundation Grant for a projector was declined. The North Face Grant for the Adventure Program was just submitted. A Lowe's Community Partner's Grant for outdoor needs at PCCS has been initiated.
 3. Andy Tyson, the Idaho representative from Creative Energies, who looked at our roof and asked about solar panels for PCCS, died in work-related plane crash along with two others from the small company. The Facilities Committee will need to make another contact if we pursue a solar roof. Agrium might also be a possibility (fall deadline).

Finance Committee - Kitty

- Post-legislative tour – increases in budget for facilities. Budget for next year still pending; it depends on the number of Middle School students who attend PCCS next year.

Business Managers Report - Alli

- The state has not yet released forms required to create the budget.
- Need to align salary schedule to fit rungs on salary ladder; SD 25 understands it, so Alli will reach out
- Intent to return forms - loss of 10 students at Middle School level; with only 1 7th grade application, we can't offset the loss this year, and have to budget accordingly. Budgeting for 22 students in Middle School classes is more realistic and financially responsible than 24- 26 students
- Best to advertise now rather than in fall for Middle School students – applications available at Environmental Fair and RiverFest, and advertise on Facebook
- Defer personnel budget items until more certain about money available for budget
- First draft of calendar – just shared it with staff, so will finalize it, and e-mail it to board for approval to get it out to parents. Changes to calendar, some because SD25 changed their calendar
- Performance framework from SD 25 – rated performance for performance certificate. Several shortages in points on 2b, 3b (added 15 points), and counted special education twice. Academically – $681/890 = 76.6\%$, so honors status. Room to argue but didn't because we are there on points.
- Work required to become own LEA – quick learner and good to have information, including webinars and contact with people at state to help Alli through the federal grant to become own LEA

Communications Committee - Barbara

- Expanding Howler to 2 pages and need to reformat; lead with flying pie; a “read the writing on the wall” feature
- Will add Music Festival and consult with committee before getting Howler out

Dean's Evaluation Update - Barbara

- Slight delay in getting it out through governing board site; no problem getting it out through Barb's website; needs to be sent out through the board to get desired response of at least 80% (73+% last year).
- Dean's evaluation – most important thing asked to do at post-legislative tour
- Compliance with state required by May 1 but no narrative needed. Policy narrative due this summer – need to meet to line this out.

Board Elections – Sharolyn / Diana

- Diana leaving – Chair open and Barb would like to take 1 year position. Vice open and Sharolyn would like to take and step down from Secretary. Possible interest for secretary; Lorana helps here. Vote for board officer positions next month.

- Three new board members (in no particular order) elected to governing board at Music Festival on April 14, 2015: Catherine Reinhardt, Sean McCoy, and Kristine Hunt. They will be voted onto the board in June.
- An e-mail will be sent out tonight notifying applicants and the PCCS community; applicants will be phoned tomorrow to determine interests in board committee service.
- New and old board members should participate in board training, building on the framework set in place by Diana. Funds available for board training (\$2000 this year and \$4800 next year) but must work with Idaho Charter School Network, and submit to state to get reimbursed. Binders will be given to new board members in June after charter is complete.

Technology Committee Update - Geoffrey

- New PA system and projector.
- Committee meeting, even by e-mail needed to determine what's working and what's not (Marsha and Byron – operations insight).
 1. Chris Roskelley summarized progress for the year, highlighting speed of Lenox server, more reliable internet and firewall, and installation of teacher computers. Chris can secure confidential destruction (we keep HD), and give server to Galaxy without HD.
- Mike finished E-Rate application - wireless doubled over last year but still spotty; Mike got a bid for 19 access points to better cover building.

Facilities Committee Update – Kitty

- On-going list in google doc made by Alli and progress made on it. Identified contacts for work on drinking fountains, and Changing Seasons to fix sprinkling system – reasonable \$5700 for all! Starr will hydro seed (2" soil and grade etc.) the back. Pallets, pavers, and bricks leftover from construction, and siding from lunchroom teardown and fence may be hauled away or purchased by Craig or Danna (for garden).
- Starting playground meetings again on May 1, with tie to Lowe's grant. Parking on hold for now.
- Facilities needs list of things to finish over the summer. New funds – hire out little jobs instead of volunteers to free up our time. E-mail Kitty with suggestions.
- Facilities Committee unanimous on use of gym for basketball team with some PCCS students. Board unanimously supported last month. Environmental Club and Fencing groups paid for use of gym – still need to work on formal approval of a facilities use policy. Although we discussed the matter in open session, a letter needs to be written (Barb or maybe Kitty or Diana agreed to write it); it should state that we're developing policy based off of state laws for schools as a public entity with language borrowed from Answr.

Charter Update – Jamie

- Deadline not yet met. Kitty, Sharolyn, and Jamie will meet next Monday to complete bylaw revision. Jamie will meet with Alli to develop financials. Need to complete Appendices (not including parent handbook) to meet requirements.

Dean's Report - Mike

- Next SE Idaho Charter Principal's meeting at PCCS.
- Todd Lawrence (state Department of Education) helped Mike complete E-Rate application. \$23,000 system cost (our cost \$10,000); internet cost – up a little but 3 times current speed and upgradeable to 1:1 at school for devices. Good news – apply this year (poor schools get first); next year, start where left off with applicants from this year and have 3 times the money, so good chance that PCCS can get E-Rate next year with a quick submit.
- Personnel - good applicants for positions, so need to get interviews done. Multiple applicants for certified positions – Title 1, 5/6, and K/1-2 (Sarah Caspar or Kelly Bolander may be willing to teach kindergarten). Art position pending. When post for special education position and hire, can consult with the Academy after becoming our own LEA.
- Sarah Caspar is willing to be a Cub Scout troop leader for PCCS. Dr. Thomas, who teaches Education Law at ISU, said she had no concerns with PCCS sponsoring a Cub Scout troop but that we might also have to sponsor a Girl Scout troop. Scouts are aligned with our philosophy and values.
- An "Organization Party" is planned once storage shelves are finished
- Travis is working with the district to have athletic teams for next year.

- Credentialing and PD with Martha – Dean created a website that was shared with Martha. Martha is working with Whitney Griggs and Sarah Caspar, so mostly done by end of school.
- Mentor School Institute on July 7-10 – Dean conflict; Whitney Griggs or Sarah Caspar will likely go
- Disciplinary referrals continued to decline in April
- Testing – going well; using chrome books to double capacity to take tests and good for small group tests.
- Last round of progress monitoring (Star data) by next board meeting

New Business

- Attendance policy letter - parents have 45 days to respond to letter on attendance; 10 business days sufficient - enough time for snail mail. Motion: Change to 10 business days. Passed unanimously.
- Open gym once per month for families beginning Wed. April 29th - Diana and Geoffrey agreed to staff the first one. Parental supervision required! Just PCCS kids and families. No unaccompanied kids – kids must bring an adult. Cones for safety if needed – will separate older and younger kids as necessary, making ground rules as needed
- Colleen Broce volunteered to replace Chris Coast on board; communicate with lower wing more because they have no representative
- Cub scout vote – motion to support a cub scout troop and examine feasibility of girl scout troop – passed unanimously
- May board meeting will be moved ahead one week to May 14th because Alli's son is graduating on the 21st, and she must present next year's budget during the May meeting

Second Executive Session

None

Meeting Adjourned at 8:46 p.m.

Next Meeting: 6:00 p.m. May 14, 2015

Respectfully submitted,
Sharolyn Belzer



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