



POCATELLO COMMUNITY CHARTER SCHOOL
EXPEDITIONARY LEARNING

PCCS GOVERNING BOARD MEETING MINUTES

January 19, 2017, 6:00 p.m.

995 South Arthur, Pocatello, Idaho

Present: (voting members in bold)

Chair	Barbara Roberts	x	Community Member	Joel Lovstedt	x
Vice-Chair	Sharolyn Belzer	x	Teacher Representative	Colleen Broce	x
Secretary	Kristine Hunt	x	Teacher Representative	Lisa McAteer	
Treasurer	Kitty Griswold	x	Teacher Representative	Taylor Terlson	x
Parent Member	Jamie Anthony		Dean	Michael Mendive	x
Parent Member	Geoffrey Bennett	x	Business Manager	Alli Flores	x
Parent Member	Sean McCoy	x	Guest:	Britney Imbs	x
Parent Member	(vacant)		Guest:	Danna McCoy	x
Parent Member	(vacant)		Guest:		

- 1) Call to Order/Attendance and Guests: 6:04 pm. Meeting called to order by Barbara Roberts.
- 2) Reading – Colleen. Joel to do reading in February.
- 3) Approve Minutes. **Move: Sean; Second: Sharolyn; passed unanimously (Geoffrey Bennett not present for this vote).**
- 4) Public Comment – Barbara. None.
- 5) Dean’s Report – Mike.
 - a) Response to Intervention/PBIS Problem Solving Team: Efforts are ongoing.
 - b) Gifted and Talented: Colleen has begun activities.
 - c) Parking Lot Contract: Signed with city and in place until next school year.
 - d) Stuff PCCS Parents Would Want to Know Presentation: 2 meetings held so far, 2 more in February. Lisa Barthlome will email parent mentors to help promote.
 - e) Athletics: Volleyball is starting, basketball needs a coach. Scheduling is tricky as we rent the gym to taekwondo 5-7 pm and our teams have requested earlier practice times. Joel suggests prioritizing PCCS first in scheduling.
 - f) Technology:
 - i) Fast Forward: Some new students have started. In-house PD assessment on this was very positive.
 - ii) Color printer: A new office printer will be ordered.
 - g) Personnel: One ed. assistant is quitting but we have a likely replacement candidate.
 - h) Professional Development: Next EdS meeting is January 24.
 - i) Work Plan:
 - i) Title I: Federal programs auditors asked us to present at a state federal-programs conference.
 - ii) Character goal: Staff will be attending PBIS on January 24.
 - iii) EL: 5 teachers to attend Math at Anser in Boise February 21-22. Sarah and Catherine just returned from Differentiation Denver. Mike and Whitney to attend Western



- Leaders January 24–26.
- iv) Average disciplinary referrals per day per month are looking fine, with a decrease in major referrals since October.
- 6) PTO Update – Danna
- a) Taco John’s fundraiser on February 2.
 - b) Speech Festival potluck lunch is the next event.
 - c) Runathon planning is ongoing. PTO is looking for a theme for this year.
 - d) There have only been a few staff grant requests so far this school year.
- 7) Action Item: School Closures Vote – Mike
School closures on January 5, 6, and 9, 2017. **Move: Joel; Second: Kitty; passed unanimously.**
- 8) Fiduciary Report.
- a) Business Manager – Alli.
 - i) Security cameras and phone estimate:
 - (1) Cameras to cover the building exterior, hallways, gym
 - (a) Purchase: \$9,750, \$95/month maintenance
 - (b) Rent: \$1,195 to install, \$290 per month
 - (2) Cameras in classrooms
 - (a) Purchase: \$3,750
 - (b) Rent: \$495 to install, \$195/month
 - (3) Phones would include a trunk line, new phones, and voicemail
 - (a) Purchase: \$11,595, \$115/month
 - (4) Intercom system
 - (a) Purchase: \$3,980, \$35/month maintenance, \$65/month for service
 - b) Treasurer – Kitty.
 - i) No Finance Committee meeting this week, will have one before February board meeting.
 - ii) We have a line item for building and technology that might cover security cameras, phones, and intercoms so that we would not need to seek a grant. **Finance committee will analyze figures to determine best course and report to board at future meeting.**
- 10) Strategic Plan Review/Board Goals – Barbara. Colleen left meeting at beginning of this item. Move forward with existing version of strategic plan, but **Kitty will review older version** for headers, committee participation, etc. for next meeting.
Move: Geoffrey; second: Kitty; passed unanimously.
- 11) Committee Reports
- Committee goals to be aligned with strategic plan.
 - Governance – Jamie: no report.
 - Academic Excellence – Geoffrey: Looking at how to handle future parent surveys.
 - Communication – Kristine: Still possible we might put out a HOWLER.
 - Fundraising – Sharolyn: No report.
 - Facilities – Sean: No report.



Finance – **Kitty: Will work on training materials for incoming treasurer.**

10. Policy Review Updates – Jamie.

- a) 7000s: Alli looked at how to split sections among volunteers but it will be easier for her to handle it after all.
- b) 8000s: **Sharolyn to revisit to see how to move forward with this section.**

11. New Business

- a) Mike: GROW training (flyer sent with board packet) is a possibility for the board, recommended by EdS instructors. Possible to attend 2nd day only.
- b) Danna: Asked about new Speech Festival rubric.
Mike: Rubric and volunteer letter both updated. Rubric refocuses upper grades on why they chose their speech, encourages original composition, de-emphasizes dramatic presentation for interpretation.

12. Executive Session – Section 74-206(1)(b). **Move into executive session at 7:35: Joel; second: Geoffrey; aye votes: Barbara, Sharolyn, Kristine, Kitty, Sean, Geoffrey, Joel. Nay votes: none.**

13. Meeting Adjourn: **Move: Kitty; second: Geoffrey; passed unanimously.** 7:45 pm.

14. Next Meeting – 6:00 p.m. February 16, 2017