



**PCCS GOVERNING BOARD MEETING MINUTES**

October 20, 2016, 6:00 p.m.

995 South Arthur, Pocatello, Idaho

1) Call to Order/Attendance and Guests: 6:13 pm

**Present: (voting members in bold)**

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

2) Reading – Sean (5 min) Kristine to do reading in November.

3) Approve Minutes (5 min) **Move: Joel; Second: Sean; passed unanimously.**

4) Public Comment – Sharolyn (5 min) None.

5) Dean’s Report – Mike (20 min)

- a) Title I: Currently K–3 but we would like to move to all crew leaders, which would provide us more freedom on how to spend the funds. Catherine could train ed. assistants.
- b) Share the Ride: Proposed by a parent to use ITD website to facilitate carpooling and bike caravanning. We would have a dedicated web page. Would align with school goals in environmental benefits, and might make parking lot less crowded. Possible to get incentives from PTO for kids to participate?
- c) High School Math: SD25 is changing to integrated math 1–2–3 rather than separate algebra, geometry etc. classes. Aligns us better with the district as we do this already with K–8 curriculum. Will be rolled out one year at a time in SD25.
- d) Response to Intervention: This year’s professional development goal. Staff to meet monthly; identified students may be referred to SPED.
- e) Volleyball/Cross Country/Basketball: Seasons are done this week; will have winter volleyball. Developing boys/girls basketball.
- f) Portneuf River Visioning: We hosted last open house, which went well. Proposals now with the City. Rainey Park will be first project if approved.
- g) Safety Audit: Already changed how recess is managed based on feedback. Full report not received yet.
- h) Technology/Fast Forward: Impressive results already. Will maintain 4–5x week for best results. The goal is to buy 10 more licenses as with 20 we can accommodate enough



# POCATELLO COMMUNITY CHARTER SCHOOL

## EXPEDITIONARY LEARNING

- students on rolling as-needed basis.
- i) Personnel: Kelly Bolander to finish school year after all. **Vote to extend contract: Move: Kitty; Second: Geoffrey. Passed unanimously.**
  - j) Professional Development: New classroom management books received. Martha Martin met with Mike this week to finalize work plan and credentialing plan.
  - k) Work Plan: Team attended PBIS training October 10–11 on Tier 2 interventions
- 6) Vote on Continuation of Alternate Authorization for Laura Whaley for School Counselor – Mike (5 min) Laura is working on her master’s degree. **Move: Joel; Second: Geoffrey. Passed unanimously.**
- 7) PTO Update – Danna (5 min)
- a) The parade was successful as we organized pickup better this year. We decorated our bus with HOWL goals and tiger stripes.
  - b) Fall Festival: Scout troop and LEGO Robotics each running a game. We are paying \$5/hour to Middle School students toward Teton Science School tuition. Also National Honor Society students from SD25 will help.
  - c) Channing Swan has proposed a Christmas tree fundraiser. To be discussed.
  - d) Share the Ride: Working to organize a PTO liaison and develop incentives (see Dean’s Report above).
  - e) Submitted grant application to Dick’s Sporting Goods for sports equipment.
- 8) Vote on SPED Manual 2016 Approve 2016 revisions. **Move: Kitty; Second: Kristine. Passed unanimously.**
- 9) Fiduciary Report (15 min) – Approve fiscal audit  
Business Manager – Alli
- a) Alli and Kitty attended SD25 audit work sessions last year. We received no findings or deficiencies in the latest fiscal audit. **Approval: Move: Joel; Second: Geoffrey. Passed unanimously.**
  - b) SPED grant application submitted and approved.
  - c) ISEE upload to state completed.
  - d) Worker’s Comp audit completed, waiting for letter.
  - e) Federal Programs Audit will happen November 10–11, our first as LEA. Catherine and Alli are uploading documents. We expect some findings (this is normal), which will spur growth.
- Treasurer – Kitty
- a) No Finance Committee meeting this week.
  - b) Using the Power Schools database will help with ISEE. We are paying a Power Schools expert from American Falls to help set up the database. There are online resources for ongoing support also. Our school secretary will be able to keep the database updated going forward.
  - c) Board calendar has been updated with fiduciary deadlines.
  - d) **Will contact foundation person for update.**
  - e) Still pending attorney advice on issue of public school charging “fees”.
- 10) Vote on Federal Financial Policy and Procedures – Alli **Move: Geoffrey; Second: Sean.**



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### **Passed unanimously.**

- 11) Committee Round-Robin (25 min)      See attached report.
  - Governance – Jamie
  - Academic Excellence – Geoffrey
  - Communication – Kristine
  - Fundraising – Sharolyn
  - Facilities – Sean
10. Policy Review – Jamie (15 min)
  - Instructional and Student Policies
  - a) Instructional: Completed, **Colleen to resend to board.**
  - b) Student: Still in process.
  - 7000s are still left to do. Huge, possible to split among board members? **Pending for next meeting.**
  - Background Check Policy      Already approved.
11. New Business      None.
12. Executive Session – Mike (X min) Section 74-206(1X) – X, if necessary. None.
13. Meeting Adjourn: 7:20 pm.
14. Next Meeting – 6:00 p.m. November 17, 2016