

MINUTES
GOVERNING BOARD
ROLLING HILLS PUBLIC CHARTER SCHOOL
August 16, 2018
5:30 p.m.

I. REGULAR MEETING PRELIMINARIES

- A. Meeting Called to Order: by Chairman Carley at 5:35 p.m.
- B. Roll Call: Governing Board members Chris Wilson, Jennifer Fears, Jon Worbets, Scot Carley, Dilara Dyer, Mark Pomerans (5:40) and Joe Critchfield (5:38).
- C. Pledge of Allegiance
- D. Rolling Hills Mission Statement
- E. Person wishing to speak: None

II. REPORTS AND DISCUSSION

- A. PFA Report: The playground improvements that were funded by the PFA and the Board are nearing completion. Since they haven't received the playground equipment that was ordered in June the company is giving the PFA shipping, installment and 3 pieces of equipment for free. It will hopefully be installed in the next two weeks.

They continue to work on MOSS and the fall carnival. The date for the carnival is October 20th.

- B. Academic Report: To begin the school year teachers and staff will be participating in two professional development days. Discussion about the first day. On the second day the teachers and staff will participate in Love and Logic training.

Ms. McCoy-Leffel has created a professional development survey for the teachers and staff. They have been asked to complete the survey before Wednesday, August 22nd and the results will be presented during the first staff meeting on Thursday, August 23rd. We will base our professional development on the needs outlined in the survey. Ms. McCoy-Leffel will present the results to the Board at the September meeting.

Ms. McCoy-Leffel has been working on updating the school safety plan. Once it is complete she will present the plan to the School Safety Committee for suggestion and revision.

A teacher mentoring plan is being created to outline and streamline the process of teacher mentoring.

New workbooks were ordered for Glencoe "grade level" Math.

Discussion of Administrative Responsibilities handout. The duties have been divided between Mr. Pratt and Ms. McCoy-Leffel. This list will be posted on the website and sent to staff and parents. Board member Dyer asked whose responsibility was school discipline. Mr. Pratt is mentoring Ms. McCoy-Leffel right now but she will be on her own soon. She will have the responsibility for the whole school.

- C. Administrative Report: Discussion of School Board notes. We are 7-8 students short of our 266 enrollment goal at the moment. We have been getting a lot of referrals.

School accountability has come around again. There are three levels: needs improvement, goal makers and top performers. We are currently at the goal makers level.

Monday night, August 20th is drop off school supplies and meet the teachers and administrators.

There will also be a meet and greet the first day of school, Wednesday, August 22nd.

Derek Cooper is working with an engineer on the plans for the office space in the front of the building. The additional space will provide four offices, a teacher work room with break room dual capability and a conference room to be used for School Board meetings. The plans now incorporate the safety access point for the front office. There are certain criteria required by the city that is holding up the process. Things probably won't happen until next year.

Discussion of security procedures for parents and volunteers entering the school. We will need a policy concerning this and parents should be informed of whatever procedure we decide on.

Mr. Pratt recommend to hire Grace Friend as custodian for 15 hours and Kim Strouse as Cafeteria assistant.

After a short discussion Board member Critchfield motioned to approve hiring Grace Friend as custodian for 15 hours and Kim Strouse as Cafeteria assistant. Seconded by Board member Fears with all members voting aye.

III. BUSINESS

- A. Employee Resignations: Short discussion concerning the resignation of Jamie Hickman as school counselor and Abbie Gunter as Custodian and Cafeteria Assistant.

Board member Wilson motioned to accept the resignations of Jamie Hickman and Abbie Gunter. Seconded by Board member Pomerans with all members voting aye. The Board wishes both of them well.

- B. Review & Update Continuous Improvement Plan, Literacy Plan, College & Career Plan: The Continuous Improvement Plan is review/updated yearly. It is then sent to the State and published on our website. This should take place by October 1st.

Discussion of Board concerns. Are we meeting outcomes, and can we do better in some cases? Mr. Pratt stated yes, we can. Our goal is getting students on the bubble improved. We want realistic goal so there is not too much pressure put on the teachers.

The Board has reviewed the Continuous Improvement Plan, College & Career Plan and the Literacy Plan and after further discussion makes no changes. Mr. Pratt can send them to the State.

- C. Committee Assignments: Mr. Pratt would like each Board member to commit to at least one committee. Board member Worbets stated that time can be a factor and Board member Wilson stated that more formalized date and meeting times would be helpful. Mr. Pratt suggested that committees be part of the Board meeting and the Board agreed that this is a good idea. Board member Carley stated that we need more parent and stakeholder involvement.

Proposed committees: Board training, budget, policy, marketing, finance, technology, safety and facilities, community involvement and Board governance.

- D. Board Elections: Clerk of the Board proposed dates for the Board election process.

After a short discussion. Board member Fears motioned to accept the following dates for the Board election:

Friday September 28	Receive applications
September 29-30	Board to review applications
Monday October 1	Announce candidates
Thursday, October 18	Meet & greet candidates
Thursday, October	Annual Board Meeting & Election

Seconded by Board member Critchfield with all members voting aye.

IV. CONSENT AGENDA

- A. Approval of Minutes: Board member Fears motioned to approve the minutes for 6-7-18 and 6-28-18. Seconded by Board member Worbets with all members voting aye.
- B. Financial Reports: Discussion of financials. Everything is where it should be.

Discussion of status of front office display and financial feasibility. The screens and programs are donated so the only cost would be for labor and installation. This would cost \$11,000. We do have the money in the budget.

Board member Wilson motioned to approve the installation of the donated video screens for the cost of \$11,00 for installation and labor. Seconded by Board member Fears with all members voting aye.

Board member Worbets motioned to approve the Financial Reports for 6-30-18 and 7-31-18. Seconded by Board member Wilson with all members voting aye.

Chairman Carley announced he would entertain a motion for the Board to go into Executive Session to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, individual agent, or public-school student as authorized by Idaho Code. section 74-206(1)(b).

Board member Worbets seconded the motion by Board member Dyer and Chairman Carley declared the Governing Board in Executive Session at 7:14 p.m. with all members voting aye.

Executive Session-Employee Resignations

Chairman Carley reconvened the Governing Board into Open Session at 7:26 p.m.

The September meeting will be held on Thursday, September 13th at 5:30 p.m. and the October meeting will be held on Thursday, October 18th at 5:30 p.m.

V. ADJOURNMENT

After a full and complete discussion, upon motion by Board member Critchfield and seconded by Board member Fears, the meeting adjourned at 7:28 p.m.

The above minutes represent a true and accurate summary of the meeting.

Chairperson

Clerk

