

MINUTES
GOVERNING BOARD
ROLLING HILLS PUBLIC CHARTER SCHOOL
November 8, 2018
5:30 p.m.

I. REGULAR MEETING PRELIMINARIES

- A. Meeting Called to Order: by Chairman Carley at 5:42 p.m.
- B. Roll Call: Governing Board members Scot Carley, Joe Critchfield, Chris Wilson, Mark Pomerans, Jennifer Fears, Dilara Dyer and incoming Board members Mai Betterley, Marc Hamilton and new PFA representative Skye Hamilton. Jon Worbets was not present.
- C. Pledge of Allegiance
- D. Rolling Hills Mission Statement
- E. Persons wishing to speak: None

II. BOARD REORGANIZATION

- A. Oath of Office: Carrie Riddick, Clerk of the Board, administered the Oath of Office to new Board members Mai Betterley and Marc Hamilton and new PFA representative Skye Hamilton. The PFA Representative is a non-voting member of the Board.
- B. Appointment of Temporary Chair: Chairman Carley appointed Carrie Riddick, Clerk of the Board as Temporary Chair for the purpose of holding the election for the Board Chair.
- C. Election of Board Chair: Board member Wilson nominated Board member Fear with a second by Board member Critchfield. Board member Fear is elected Board Chair by a 5-0 vote.
- D. Election of Vice Chair: Board member Dyer nominated Board member Wilson with a second by Board member Critchfield. Board member Wilson is elected Vice Chair by a 5-0 vote.
- E. Election of Treasurer: Board member Wilson nominated Board member Dyer with a second by Board member Critchfield. Board member Dyer is elected Treasurer by a 5-0 vote.
- F. Election of Board Secretary: Board member Dyer nominated Board member Betterley with a second by Board member Wilson. Board member Betterley is elected Board Secretary by a 5-0 vote.
- G. Set Date and Time of Monthly Meeting: Board meeting will be held on the third Thursday of the month at 5:30 p.m. unless there is a conflict. The December meeting will be held on Tuesday, December 18th since Thursday, December 20th is the first day of winter break.

III. CONSENT AGENDA

- A. Approval of Minutes: Board member Dyer motioned to approve the minutes of 10-18-18. Seconded by Board member Critchfield with all members voting aye.
- B. Financial Reports: Brief overview of banking accounts. Approval of reports tabled until the December meeting.

Last year was the first time we were able to give bonuses to the staff. After a brief discussion of the bonus option handout Board member Critchfield motioned to approve bonuses of \$250 for teachers, \$150 for education assistants and \$400 for administrative staff. Seconded by Board member Wilson with all members voting aye.

IV. REPORTS AND DISCUSSION

- A. PFA Report: Skye Hamilton reported that the profit from the Harvest Festival was \$6500. This is \$1000 more than last year. All of the proceeds from the dinner and bake sale at the Christmas concert will be going to the Music Department.
- B. Administrator Report: The report was emailed to the Board.
- C. Academic Report: Overview of report that was emailed to the Board.

The Curriculum committee has been working to align the curriculum.

The staff has continued to work with and learn about iStation. The middle school students who didn't attend MOSS has the opportunity to use it for the first time and they liked it.

We are establishing a small "professional development" library for the teachers in the Morton Lab.

The Safety Committee met earlier in the week to discuss safety concerns with the school. Ms. McCoy-Leffel is in the process of creating a detailed safety plan for the school.

Ms. McCoy-Leffel oversees the after-school programs. There are currently 90 kids signed up for the five available clubs. They are homework club, Root 4 Green club, Chess club, STEM club and Art club.

V. BUSINESS

- A. Document Storage Bids: Mile, from Office Equipment, presented their bid. They will retain records in the cloud (20 gig) and we can have up to 5 licenses. The upfront cost would be \$8000 for one year and then we could do a 36-month lease with 3 years of service. All documents that are scanned would go directly to docuware. We would own the data and every document would be searchable. Chairman Fears questioned if they were familiar with schools and they are.

Mr. Pratt gave a brief overview of the quote from Integra.

Mr. Pratt gave a brief overview of the quote from Fisher's Technology. Board member Critchfield left the room since he works for the company.

The bid from Fisher's included infrastructure, which the school already has. Board member Wilson stated that we would need another bid from them without the cost of the infrastructure.

The Board will revisit this at a future meeting.

- B. Purchase of PowerSchool: PowerSchool is a web-based student information system. We currently use Lumen and have had a lot of problems. PowerSchool would double the cost of Lumen for two years, due to training, and doesn't have food service or library functions. We would have to find outside sources for those. Ms. Friend stated that we can use Lumen for the remainder of the school year since it has already been paid for. She would like to start with PowerSchool as soon as possible due to the lottery process starting in January. Board member Hamilton asked if the money was in the budget for this purchase and would anything else be shorted from purchasing this. Ms. Conn stated that the money was in the budget and the time saving PowerSchool will afford is worth it.

After further discussion Board member Dyer motioned to authorize Mr. Pratt to purchase PowerSchool for the initial start up price of \$24,000. Seconded by Board member Wilson with

all members voting aye.

- C. Committee: No reports
- D. Policy Review: Brief overview of policies that were emailed to the Board. These policies should be reviewed and updated every three years.

After a brief discussion Board member Critchfield motioned to approve the updates to policies #8200, #8220, #8230, #8240, #2302 and #8245 as presented by Mr. Pratt. Seconded by Board member Wilson with all members voting aye.

- E. Targeted School Support & Improvement Plan (TSI): A Survey Monkey survey has been sent and there have been staff and parent meeting concerning this.

Discussion of plan. It is a three-year plan that needs to be reviewed annually.

After further discussion Board member Dyer motioned to approve the TSI plan with the changes noted in the classroom procedures section. Seconded by Board member Hamilton with all members voting aye.

- F. School Security: Mr. Pratt will be meeting with the architect on November 9th to discuss bundling the security doors with the new expansion. We will review the plans at the December meeting.

VI. ADJOURNMENT

After a full and complete discussion, upon motion by Board member Dyer and seconded by Board member Hamilton, the meeting adjourned at 8:00 p.m.

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

Chair

Clerk