

APPROVED  
PEAK TO PEAK MOUNTAIN CHARTER  
Regular Meeting of the Board of Directors  
19009 Cerro Noroeste Rd., Pine Mountain Club, CA 93222  
5:00 p.m.  
Thursday, February 23, 2017

Call to Order: Time: 5:02 p.m. A motion was made by Nancy Dudley, and seconded by Laura Andresen, to call the meeting to order at 5:02 p.m. There were 4 ayes.

Flag Salute

Roll Call to Establish Quorum: The following members were present: Michelle Neville, President; Rob Carruth, Treasurer; Laura Andresen, Secretary; and Nancy Dudley, Member. William Koar, Member, was absent.

Public Comment on Agenda or Non-Agenda Items: None

Motion to approve this agenda: A motion was made by Nancy Dudley, and seconded by Rob Carruth, to approve this agenda. There were 4 ayes.

President's Report: I'm happy to be here.

Administrator's Report: Activities:

I attended a Smarter Balance Testing workshop, February 8. In that class, I was told that we should have a bandwidth of 10 Mb/s. We currently have about half that amount, so will coordinate with the teachers practice sessions for March/April and explore additional testing sites. The library and Gorman School have both confirmed that they would be able to help us with testing, if we need to go off-site. A picnic in the park was suggested to be enjoyed on testing day.

I attended the SAC Meeting on 2/21/17.

Multiple lunch/recess discipline issues were handled. To this end, we are still identifying how to best coordinate added support on the playground. We need additional eyes on the playground in order to open up the bottom area at lunch. The need to obtain additional parent volunteers to meet this need was discussed in the SAC meeting on Tuesday.

Developed and distributed a "General Education Inclusivity Binder" that has tabs for each student with IEP's and SST's that include log sheets, aides, and other volunteers. Each category is to be completed by them at the end of their shifts.

Laura Ramirez, our educational psychologist, gave notice, so we have been in the process of looking for another educational psychologist. I have received several resumes; one that was identified by Michelle and Laura to be preferred. We are

conducting an interview with that candidate next week.

Due to scheduling difficulties, we are also seeking out a local RSP Teacher. In the interim, Maricopa School District has agreed to support us with a RSP teacher from their school for six days, starting March 8. An email was sent to everyone with those dates. They will be here for an entire day.

IEP meetings were held February 10 and 23. An additional IEP meeting is scheduled next week on February 28.

Five SST (Student Success Team) meetings were held, with issues ranging from reading and learning concerns to behavior.

Though our teacher aide/intervention aide position was filled, we have two positions that will need to be filled next year. We have put an ad in the paper to start getting additional applicants.

Ann Coyle has gotten confirmation that our mom and dad doctor parents will be able to support our sex education unit.

I completed a lesson on the circulatory system and how blood flows through the heart in Mrs. Schwantes' class.

I've been providing some support in 8<sup>th</sup> grade math with Ann Coyle. Next week, a science/math activity is being planned for her class, where students measure the volume of the lungs by blowing into a balloon.

I'm looking forward to supporting the teachers more as a guest speaker in math and science. Working with the students this week has been enjoyable.

I'm trying to get into classrooms more as special education oversight needs lessen.

Ann Coyle and I are attending the Mental Health First Aid Seminar to be held on March 21.

### Researching:

Smart Board Training

More Teacher Training (based on needs and interest)

Smarter Balance Testing: testing requirements and alternative site viability

People (preferably local) to fill RSP, Psychologist and teacher-aide positions

Grants to facilitate the purchase of a mobile office or an additional classroom

SAC Report: (Reported by Wendy Worster)

Our current balance is around \$17,000. This also contains the Student Leadership's funds. Student Leadership Krispy Kreme fundraiser raised just over \$900. This is in addition to the \$17,000.

The End of the Year Graduation, Production, and BBQ is scheduled for June 9<sup>th</sup> at the Peak to Peak campus. The festivities will begin at 4:30 p.m.

Work on the stage will begin in April.

Business Manager's Report, February, 2017:

Our current enrollment is 84 students.

The cash flow that was sent out with the 2<sup>nd</sup> Interim Budget has been updated to reflect the increase in ADA.

We still have 3 remaining snow days.

Facilities:

We are still waiting on the replacement window for the K-1 class. There also may be a warranty issue in the Quail class, as some of the windows have condensation.

Mrs. Schwantes assessed the damage left by our recent storm on Monday. We had a large tree that fell down between the office and the K-1 classroom and an electrical pole that detached from the roof and broke.

Adam Tondreau, a parent, came out and cleared the tree from the grounds. Mrs. Schwantes secured the area. Ron Sogge, from RLS Electric, will be repairing the electrical pole, box, and line. He will be securing the pole to the building instead of the fascia.

Attendance:

We have had 414 days of absence that equals a funding loss of \$18,630.

Cash Flow:

I'm giving you a revised cash flow. P-1 was certified after I posted the agenda.

Discussion Items:

Special Education-Encroachment update: Our MOU states that we should be reimbursed for Special Education. We'll have to get our money directly when we renew the contract. We use the CA average based on ADA. We missed the deadline, so we have to wait until 2018-2019. Encroachment is \$13,000 to cover Special Education, Local Plan Area, and the rest comes out of the General Fund.

Charter Renewal Committee: This coming year is the last year before renewing our charter. We need to set up a Charter Renewal Committee that meets regularly.

Election Committee: Rob Carruth, Michelle Neville-Throckmorton, and William Koar are up for re-election to the Board.

Closed Session: Time: 5:23 p.m. followed the Discussion Items at the request of Ann Coyle, since she needed to leave early. The Board agreed with the change of agenda items by a voice vote.

Public Employee Performance Evaluation

Motion to enter into Closed Session. Time: 5:23 p.m. A motion was made by Nancy Dudley, and seconded by Laura Andresen to enter into Closed Session after the Discussion Items because of a request by Ann Coyle, teacher, to leave early. The votes were as follows: Michelle Neville, aye; Laura Andresen, aye; and Nancy Dudley, aye. Rob Carruth, voted nay. Motion carried.

Motion to reconvene into Open Session. Time: 6:48 p.m. A motion was made by Nancy Dudley, and seconded by Laura Andresen, to reconvene into Open Session at 6:48 p.m. There were 4 ayes.

Motion to approve Consent Agenda (Consideration for Action-One motion and vote will enact all consent agenda items):

5.1 Board Minutes:

- a. Minutes from the January 26, 2017, Regular Board Meeting

5.2 Accounts Payable Checks

- a. Check/Voucher Register 1/1/2017-1/31/2017 Sum of \$86,411.21

5.3 General Ledger

- a. Summary 1/1/2017-1/31/2017

A motion was made by Nancy Dudley, and seconded by Rob Carruth, to approve motion to approve Consent Agenda (Consideration for Action-One motion and vote will enact all consent agenda items): There were 4 ayes.

Motion to discuss and approve field trip for the K-8<sup>th</sup> classes to the California Science Center, Friday, March 31, 2017, SAC Funded. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to discuss and approve field trip for the K-8<sup>th</sup> classes to the California Science Center, Friday, March 31, 2017, SAC Funded. There were 4 ayes.

Motion to discuss and approve 2<sup>nd</sup> Interim Budget. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to discuss and approve 2<sup>nd</sup> Interim Budget. There were 4 ayes.

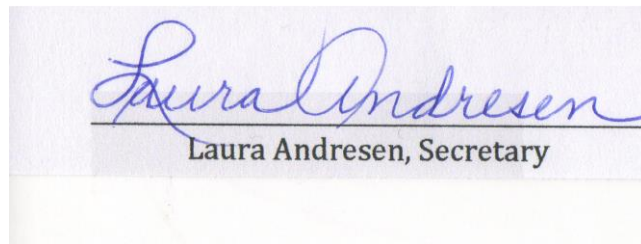
Motion to discuss and approve Safety Plan. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to discuss and approve Safety Plan. There were 4 ayes.

Motion to adjourn. Time: 7:46 p.m. A motion was made by Nancy Dudley, and seconded by Laura Andresen, to adjourn at 7:46 p.m. There were 4 ayes.

#### CERTIFICATE OF THE SECRETARY

I certify that I am the duly elected Secretary of Peak to Peak Mountain Charter, a California nonprofit public benefit corporation; that these minutes, consisting of 5 pages, are the minutes of the Regular Meeting of the Board of Directors held on Thursday, February 23, 2017.

Executed on February 23, 2017, at Pine Mountain Club, California.



Laura Andresen  
Laura Andresen, Secretary