

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, May 24, 2018

Call to Order—Time: 5:00 p.m. A motion was made by Nancy Dudley, and seconded by Mel Weinstein, to call the meeting to order at 5:00 p.m. There were 5 ayes.

Flag Salute

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

Public Comment on Agenda or Non-Agenda Items: None

Motion to approve this agenda. A motion was made by Nancy Dudley, and seconded by Mel Weinstein, to approve this agenda. There were 5 ayes.

Discussion:

President's Report: Remodeling is great fun!

Administrator's Report: Please see attached report.

Business Manager's Report: Wendy Worster, Business Manager, explained LCAP and Dashboard at length later in the meeting. Enrollment: 67 at present; 69 for 2018-2019

SAC President Report: None

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 April 26, 2018, Regular Board Meeting

5.2 Accounts Payable Checks

- a. Check/Voucher Register 4/1/2018 Sum of \$96,278.31

5.3 General Ledger

- a. Summary 4/1/2018-4/30/2018

A motion was made by Nancy Dudley, and seconded by Rob Carruth, to approve Consent Agenda (Consideration for Action-One , motion and vote will enact all consent agenda items): There were 5 ayes.

Motion to discuss changes to Dress Code Policy AR 5132. There were 5 ayes. A discussion ensued as to “no revealing of undergarments and no “see through” garments or any clothes that would interfere with accepted classroom behavior.

Motion to approve changes to Dress Code Policy AR 5132. A motion was made by Rob Carruth, and seconded by Nancy Dudley, to approve changes to Dress Code Policy AR 5132. There were 5 ayes.

Motion to discuss and approve contract with Audio Metric Associates (School Nurse). A motion was made by Nancy Dudley, and seconded by Rob Carruth, to approve contract with Audio Metric Associates (School Nurse). There were 5 ayes.

Motion to discuss giving Maricopa 30 days notice that Peak to Peak will seek new payroll services. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to discuss giving Maricopa 30 days notice that Peak to Peak will seek new payroll service. There were 5 ayes. Wendy Worster explained the process for independent charters. Maricopa is unable to do our payroll, so we need to hire someone else.

Motion to approve giving Maricopa 30 days notice that Peak to Peak will seek new payroll services. A motion was made by Nancy Dudley, and seconded by Mel Weinstein, to approve giving Maricopa 30 days notice that Peak to Peak will seek new payroll services. There were 5 ayes.

Motion to approve entering into contract with Payality Payroll Services. A motion was made by Nancy Dudley, and seconded by Mel Weinstein, to approve entering into contract with Payality Payroll Services. There were 5 ayes.

Motion to Enter into Open Hearing to Discuss the 2017-18 Annual Update and 2018-19 Draft LCAP. Time: 5:49 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to Enter into Open Hearing to Discuss the 2017-18 Annual Update and 2018-19 Draft LCAP. There were 5 ayes.

Motion to enter into open session. Time: 6:50 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to enter into open session. There were 5 ayes.

Motion to enter into Open Hearing to discuss the 2018-19 Preliminary Budget. Time: 6:51 p.m. A motion was made by Rob Carruth, and seconded by Nancy Dudley, to enter into Open Hearing to discuss the 2018-19 Preliminary Budget. Time: 6:51 p.m. There were 5 ayes. A discussion centered around the possibility of eliminating certain items to balance the budget for 2018-19. Possibilities included LCFF, Adopted Textbook Fund, and Water expenses. It was decided that Wendy would revise the budget to reflect decreases in books and supplies. If our student

enrollment increases, we can revise the budget again.

Motion to enter into open session. Time: 8:06 p.m. A motion was made by Rob Carruth, and seconded by Mel Weinstein, to enter into open session. Time: 8:06 p.m. There were 5 ayes.

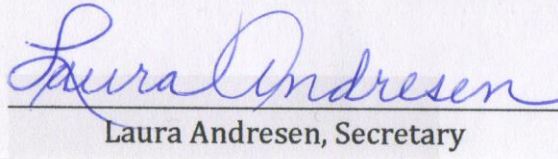
Motion to discuss and approve Employee Handbook Revision. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to table the motion to discuss and approve Employee Handbook Revision. There were 5 ayes.

Motion to adjourn. Time: 8:10 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to adjourn at 8:10 p.m. There were 5 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 3 pages, are the minutes of the Regular Meeting of the Board of Directors held on Thursday, May 24, 2018.

Executed on May 24, 2018, at Pine Mountain Club, California.



Laura Andresen, Secretary

Administrator's Report
May 24, 2018

ACTIVITIES

Enrollment Increase Project:

- The real estate caravan's has generated a lot of positive press and several family calls. Nine new families and 13 new students have registered for next year. Two additional agents took a tour last week.
- Brochures and information was handed out at the Lilac Festival. The booth had a lot of traffic and I am hopeful we will gain some new registrations.
- We won the Lilac Festival parade for the category of "Walking," keeping our winning streak alive.
- Bumper sticker design Ideas have been voted on and our printer also designed a sticker. We are going to purchase 500 and give them out to families and board members and provide PMC clubhouse with some for their welcome packets for families.
- Wendy changed ad to be in color and include "tuition-free education" and to advertise after school program to increase interest level.

Staff:

- We have signed up for Google Suite so teachers have access to apps and features.
- Shanene Laudenberg is teaching sign language in all classrooms. She is working with the students to sign and sing "Wind Beneath Your Wings" for the end of the year program.
- Grace Phillips, Alene Litton and Amy Noall have all expressed their desire to return next year. Wendy and I will work together to develop contracts for them and have them signed before the end of the school year.
- We interviewed a possible teacher-aide candidate for Ann's classroom for next year, and we are interviewing another possibility tomorrow. I also have a lead for a 2 day aide in Alicia's classroom.
- We had a CPR Class May 5 and all teachers and all but one teacher aide and office aides are now certified.

Students:

- El Camino Pines went really well. Students were well behaved, engaged and inspired. It was an excellent science hands-on learning experience!
- Open House was Wednesday night and went well. We had one new TK student register!
- We had career day today. We had 4 people in careers from Engineer (JPL) to Screenwriters and Body Guard/Special Ops.
- Mrs. Brown from FHMS came to speak to the students Tuesday AM about HS life and to facilitate registration and math class placement. Tomorrow the Law Enforcement Academy and FFA are giving a presentation to students.
- May Life Skills were "Friendship and Sense of Humor" and June's is "Perseverance."
- End of the Year program is June 1. The play is "A Hero in Us All."

After School Program:

- Students are learning about costumes, set design and props. Shanene is coordinating with David Stenstrom to develop materials for the end of year play.
- Students developed a logo for the Bear Academy and students silk screened their own shirts last week. The cost of approximately \$150 is being covered through donations to the program from parents and community members.
- A group photo with students wearing their t-shirts will be taken next week for the yearbook.

CAASPP Testing:

- CAASPP Testing is almost complete. Students absent during testing will have until June 1 to finish-up. 5th grade and 8th grade students took the CAST (California Science Test) online, but Math and ELA utilized paper tests

Facility:

- We are ordering Port a Potties for the End of the Year Program.
- Pat Kearny evaluated the roofs/leaking problems of the Hummingbird and Quail classrooms and has provided a bid of \$3200 for repair, not replacement. If we approve his bid, he said he would have repairs complete before August.
- A new basketball hoop was donated by Anthony and Jenifer Ziegler of Your House On The Hill/Jennings Realty.