

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, October 27, 2016

Call to Order: Time: 4:48 p.m. A motion was made by Nancy Dudley, and seconded by William Koar, to open the meeting at 4:48 p.m. There were 4 ayes.

Flag Salute

Roll Call to establish quorum: The following members were present: Michelle Neville, President; Laura Andresen, Secretary; Nancy Dudley, Member; and William Koar, Member. Rob Carruth, Treasurer, 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 William Koar, to approve this agenda. There were 4 ayes.

President's Report: Michelle Neville, President, was happy to report that her health has improved immensely, and she feels much better.

Lead Teacher Report:

1. Life Skills for October are Curiosity and Effort.
2. We had 3 applicants for a PE instructor. Debi Csulak, a certificated teacher, will start November 2, 2016. Kristin Rodriguez, a parent, volunteered to teach PE for the 3 weeks in October.
3. Students will begin recorder instruction in November by the music instructor, Linda Rivette.
4. School Picture Days were October 12-13, 2016.
5. Classes participated in four field trips:
 - *Walk Through the American Revolution on 10/19/16 for 4/5th graders (on site)
 - *Walk Through Ancient Civilization on 10/19/16 for 6-8th graders (on site)
 - *Kern County Museum on 10/21/16 for 2nd and 3rd graders
 - *Reptile Show for whole school on 10/27/16 (on site)
6. History Day (led by Ann Coyle) and Science Fair (led by Carolyn Schwantes) will take place on Thursday, January 12, 2017, at the Clubhouse.

7. Dismissal procedures were addressed by concerned parents and teachers.
We continue to improve getting our students safely into their cars with a minimum of noise and distraction.
8. Upcoming Professional Development Day, November 1, 2016, will include Accelerated Math Webinar, discussion on proposed Moby Max computer program, and reviewing GEMS kits in the c-train.

Respectfully submitted, Carolyn Schwantes, Lead Teacher

Business Manager's Report:

The present enrollment is 80, but 2 students will be leaving.

Funds lost due to absences are already up to \$4,000 this year.

We have a Federal Grant for \$19,000, which will be used for 2 new programs:

PE and Intervention.

Fall 1, Fall 2 CALPADS will be certified by the beginning of November, 2016.

On November 1, 2016, the site will be revisited to check for electronic issues.

Our Health Aide will be tracking absences as to illness issues, such as bronchial illness.

Submitted by Wendy Worster, Office/Fiscal Manager

Discussion Items:

1. The Board reviewed the job description for a part-time administrator.
2. It was suggested that site visits from Board members be more often and more visible.
3. Programs for R.E.A.P. Grants funds are to be used for the following:
 - a. Intervention Aide
 - b. Physical Education InstructorThe Federal Grant is for \$19,000. The teachers want both programs.

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 September 22, 2016, Regular Board Meeting.

5.2 Accounts Payable Checks

- a. Check/Voucher Register 9/1/2016-9/30/2016 Sum of \$85,774.35

5.3 General Ledger

- a. Summary 9/1/2016-9/30/2016

A motion was made by Nancy Dudley, and seconded by William Koar, 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 audit. A motion was made by Nancy Dudley, and seconded by William Koar, to discuss and approve audit. There were 4 ayes.

Motion to Open Public Hearing: Williams Act Instructional Materials Public Hearing. Open: 5:25 p.m. A motion was made by Nancy Dudley, and seconded by William Koar, to comply with the requirements of Education Code Section 6011, that the Board will hold a public hearing. Notice of the hearing has been posted for 10 days and in three locations (School Site, Website, emailed to stakeholders, and local newspaper) per Ed. Code. At this hearing, the Board will discuss textbooks and instructional materials that they have been provided to each student, including English Learners, that they are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks. The Board encourages participation by parents, teachers, and members of the community in this public meeting. There were 4 ayes.

The Board will consider adoption of Resolution #17-005, Sufficiency of Instructional materials, based on information provided at the public hearing, textbooks and instructional materials have been provided to all students within the school, including English Learners. The business manager recommends adoption of the resolution as presented. A roll call vote is needed for this item.

Action:

A motion was made by Nancy Dudley, and seconded by William Koar, to adopt the resolution as presented.

Aye: Michelle Neville-Throckmorton

Absent: Rob Carruth, Treasurer

Aye: Laura Andresen, Secretary

Aye: Nancy Dudley, Member

Aye: William Koar, Member

Motion to exit Public Hearing: Time: 5:29 p.m.

A motion was made by Nancy Dudley, and seconded by William Koar, to exit the Public Hearing. There were 4 ayes.

Motion to enter into Closed Session. (As needed). Time: 5:30 p.m.

A motion was made by Nancy Dudley, and seconded by William Koar, to enter into Closed Session. There were 4 ayes.

A motion to reconvene into Open Session. (As needed) Time: 5:55 p.m.

A motion was made by Nancy Dudley, and seconded by William Koar, to reconvene into Open Session. There were 4 ayes.

- a. Report from closed session: (As needed)
- b. The Board approved the hiring of a part-time administrator.
- c. We will put an administrator's salary into the 1st Interim Budget; Step and Column will be adjusted.
- d. Tamara Trost will be asked to attend the next Board meeting.

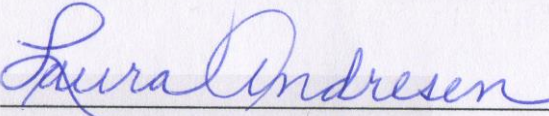
Motion to discuss and approve the hiring of a part-time administrator. A motion was made by Nancy Dudley, and seconded by William Koar, to discuss and approve the hiring of a part-time administrator. There were 4 ayes.

Motion to adjourn. Time: 5:57 p.m. A motion was made by Nancy Dudley, and seconded by William Koar, to adjourn at 5:57 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 4 pages, are the minutes of the Regular Meeting of the Board of Directors held on October 27, 2016.

Executed on October 27, 2016, at Pine Mountain Club, California.



Laura Andresen, Secretary