

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

Thursday, November 17, 2016

Call to Order: Time: 5:00 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to call the meeting to order at 5:00 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: It's good to be here.

Administrator's Report: I've been here two days, and it's been a good start. There have been introductions to the teachers and students, a campus tour, research on Common Core, and the possible acquisition of English books.

Lead Teacher Report:

1. Life Skills for November are Courage and Creativity.
2. Our PE instructor, Debi Csulak, a certified teacher, is working out well, giving teachers a well-deserved planning time.
3. Veterans' Day Assembly was well attended on Thursday, November 10, 2016, with 21 local veterans honored. Students from each grade level read poems and essays to the Vets. Students sang patriotic songs, as well. Jesse Hales, a parent, made "Proud Veteran" signs for each veteran to take home and display.
4. Ann Coyle represented P2PMC at the New Families meeting at the PMC Clubhouse on Saturday, 11/12/16.
5. Report cards for the first trimester went out Monday, 11/14/16. Parent Teacher Conferences followed this week.
6. Erin Wakefield trained aides working with IEP students on 11/15/16, and met with IEP students.
7. Thanksgiving Feast is scheduled for Friday, 11/18/16, at 10:45 a.m.
8. Christmas in PMC Village is Saturday, 12/10/16. Many of our students and families will be participating.

Respectfully submitted, Carolyn Schwantes, Lead Teacher

Business Manager's Report: Our current enrollment is 80.

We have two foreign exchange students who will only be with us for a month.

Report of funds lost due to absences is as follows: We had 148 absences since the beginning of the school year, which is a minimum of \$6512 of revenue lost.

Special Ed: Our instructional aides have received training from our RSP teacher, Erin Wakefield. The aides will be filling out weekly services forms for each of the RSP students. The aides will also be meeting (via phone) with Erin either bi-weekly or monthly.

We have received 8 new computers for the 2nd and 3rd grade class. Ray Huning, our contracted Computer Tech, was on site today to get them ready for use. He also updated all computer operating systems with the 2016-17 CAASPP administrating system. Ray has also suggested that we may need to start to replace some of the laptops.

Facility Updates:

The windows for the K-1 and 4-5 Classrooms have arrived. Butler Construction will be installing the windows starting Monday, November 21st, while the school is on Thanksgiving Break. I will be on site on Monday to make sure they get started and have access to everything they need.

We had a panel in the greenhouse come out. I have had Alicia post a message on the parent page to see if we could get a volunteer to fix it, but since time is of the essence, I'm looking at hiring someone to fix the panel and complete the building of the greenhouse before it becomes too damaged and needs to be removed.

We had Daniel Hernandez, a parent, screw down all of the siding that was pulling away from the frame on the portables.

Water Oversight: Todd Schwantes has been brought up-to-date on the water system and has already overseen a water delivery and testing.

Discussion Items:

Maintenance: The fireplace in the lodge needs repair. A birdhouse is to be installed near the Quails' building. The greenhouse needs repair.

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 October 27, 2016, Regular Board Meeting
- b. Minutes from the October 27, 2016, Special Meeting

5.2 Accounts Payable Checks

- a. Check/Voucher Register 10/1/2016 - 10/31/2016 Sum of \$44,235.67

5.3 General Ledger

- a. Summary 10/1/2016 – 10/31/2016

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 4 ayes.

Motion to discuss and approve field trip for the 4th and 5th grade class to the Autry Museum, March 9, 2017: A motion was made by Nancy Dudley, and seconded by Laura Andresen, to discuss and approve field trip for the 4th and 5th grade class to the Autry Museum, March 9, 2017. There were 4 ayes.

Motion to approve Quarterly Report on Williams Uniform Complaints. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to approve Quarterly Report on Williams Uniform Complaints. There were 4 ayes.

Motion to discuss and approve alternative date for December Regular Board meeting: New Date: Wednesday, December 7, 2016, 5:00 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to discuss and approve alternate date for December Regular Board meeting: New Date: Wednesday, December 7, 2016, at 5:00 p.m. There were 4 ayes.

Motion to enter into Closed Session. (As needed) Time: 5:17 p.m. A motion was made by Nancy Dudley, and seconded by Rob Carruth, to enter into Closed Session. There were 4 ayes.

Motion to reconvene into Open Session. (As needed) Time: 6:07 p.m. A motion was made by Rob Carruth, and seconded by Laura Andresen, to reconvene into Open Session. There were 3 ayes. Nancy Dudley had to leave early because of enduring extreme back pain during the Closed Session. There were 3 ayes.

No report from Closed Session.


Motion to pay retroactive 2016-17 Step and Column for employee. A motion was made by Rob Carruth, and seconded by Laura Andresen, to deny retroactive pay 2016-17 Step and Column for employee. There were 3 ayes.

Motion to adjourn. Time: 6:13 p.m. A motion was made by Laura Andresen, and seconded by Rob Carruth, to adjourn the meeting at 6:13 p.m. There were 3 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 Thursday, November 17, 2016.

Executed on November 17, 2016, at Pine Mountain Club, California.



Laura Andresen, Secretary

