

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.  
Wednesday, December 7, 2016

Call to Order: Time: 5:12 p.m. A motion was made by Rob Carruth, and seconded by Laura Andresen, to call the meeting to order at 5:12 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 William Koar, Member. Nancy Dudley was absent because of back surgery. We all wish her a speedy recovery and good health.

Public Comment on Agenda or Non-Agenda Items: None

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

President's Report: Nancy Dudley's progress after surgery is impressive.

Administrator's Report: Activities to Date:

- \*I have written an Introduction Letter to the families of Peak to Peak.
- \*Three discipline issues have been handled; one requiring an SST meeting, which has been scheduled for next week.
- \*A meeting with the teachers was held on November 30; ELA Adoption Materials and Timing were discussed; doing research, and looking at funding.
- \*IEP Meeting was held on December 1.
- \*Two separate SST (Student Success Team) Meetings were held this week: December 6 and 7.
- \*An SST Meeting is scheduled for next week, December 14, 2016.
- \*I met with Laura Ramirez, our school psychologist, to determine the best way to obtain testing after an SST has been completed and followed.
- \*The greenhouse repair has been completed. Thank you notes were given to the Grandfather and Dad who participated.
- \*The safety coursework (required) will be completed the week of December 12.

Researching:

- \*Typing/Keyboard and other Technology Curriculum Materials for Classrooms for Common Core
- \*Sex Ed Materials for 7<sup>th</sup>8<sup>th</sup> Grade Students

Researching (Continued):

\*ELA Adoption: Sourcing Materials, Determining Timeline, and Funding Specifics

\*Evaluating SST and Pre SST Forms, Materials and Procedures to make sure we are in compliance with CA Ed code.

\*Is there Grant Money for Outdoor Classroom Materials and Curriculum?

Needs: Since I am not here day to day, determining what items have the highest priority is going to be key to my effectiveness and success here. Input from the Board on where to concentrate my efforts will be helpful, as I get to know the school and teachers.

This is what I see as the priority list based on the last three weeks:

1. Discipline
2. Special Education
3. ELA and other Common Core Curriculum
4. Writing Grants and researching other funding opportunities.
5. Teacher Evaluations

Lead Teacher Report:

1. Life Skills for December are Friendship and Flexibility.
2. Pending Board approval, the Quails will experience the Bitter Creek Wildlife Refuge on Tuesday, December 14, 2016. The refuge monitors the lead poisoning of condors, helps ailing condors, and releases healed condors into the wild. We will be the first-ever class to go this facility. This is a two-hour trip.
3. Students (4-8) are researching Science Fair/History Day topics. Science Fair/History Day is scheduled for Thursday, January 12, 2017, at the PMC Clubhouse. We are recruiting judges for this popular event.
4. We finished our first set of Community Tutoring with 6 tutors. We will begin our second set in January.
5. Teachers are working on the required Get Safety Trained website for the 6 required topics to be completed by January 15, 2017. For the next school year, teachers will complete the course in the first 6 weeks of school.
6. We have been holding monthly fire drills.
7. Tamara Trost, Administrator, encouraged discussion on the CCELA adoption. P2PMC has purchased 2 years of Literacy handbooks, which we implemented this year in all classrooms. We will revisit this next year to look at adoption of materials (notwithstanding changes in government requirements).

Respectfully submitted, Carolyn Schwantes

SAC President Report: We will be participating in the Christmas in the Village Festival selling cupcakes and mistletoe for one of our fundraising events. We'll see you in January.

Business Manager's Report- 1<sup>st</sup> Interim Budget:

Our current enrollment is 80 students. There will be an enrollment of 78 students after Winter Break.

Facilities: The windows have been put in the Quonset hut, but have not been sealed. The contractor has promised to complete the remainder of the job before Winter Break.

The green house has been fixed and completed by Ken Bychek and Eduardo Amezcua.

They (Ken Bychek and Eduardo Amezcua) will be working on our very long list of items to complete.

Discussion Items: ELA Common Core and teacher training

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 November 17, 2016, Regular Board Meeting

A motion was made by Rob Carruth, and seconded by William Koar, 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 the 4<sup>th</sup> and 5<sup>th</sup> grade class to the Bitter Creek Wildlife Refuge, Tuesday, December 13, 2016. No funding required: A motion was made by Rob Carruth, and seconded by William Koar, to discuss and approve field trip for the 4<sup>th</sup> and 5<sup>th</sup> grade class to the Bitter Creek Wildlife Refuge, Tuesday, December 13, 2016. No funding required. There were 4 ayes.

Motion to discuss and approve 1<sup>st</sup> Interim Budget: A motion was made by Rob Carruth, and seconded by William Koar, to discuss and approve 1<sup>st</sup> Interim Budget. There were 4 ayes.

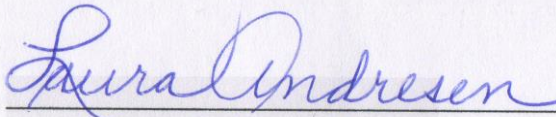
Motion to enter into Closed Session. Time: 6:25 p.m. It was agreed by the members of the Board to table this motion. No formal motion was made.

Motion to adjourn. Time: 6:25 p.m. A motion was made by Rob Carruth, and seconded by William Koar, to adjourn the meeting at 6:25 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 Wednesday, December 7, 2016.

Executed on December 7, 2016, at Pine Mountain Club, California.



Laura Andresen, Secretary

