



**POCATELLO COMMUNITY CHARTER SCHOOL**  
**EXPEDITIONARY LEARNING**

**PCCS GOVERNING BOARD MEETING MINUTES**

**August 16, 2018, 6:00 p.m.**

**995 South Arthur, Pocatello, Idaho**

**Present: (voting members in bold)**

Chair	<b>Barbara Roberts</b>	x	Community Member	<b>Joel Lovstedt</b>	
Vice-Chair	<b>Sharolyn Belzer</b>	x	Teacher Representative	Colleen Broce	x
Secretary	<b>Kristine Hunt</b>	x	Teacher Representative	Brittany Imbs	x
Co-Treasurer	<b>Geoffrey Bennett</b>	x	Teacher Representative	Taylor Terlson	
Co-Treasurer	<b>Kebai Bills</b>		Dean	Michael Mendive	x
At-Large Member	<b>Sanju Choudhury</b>	x	Business Manager	Alli Flores	x
At-Large Member	<b>Sean McCoy</b>	x	Guest:	Erin Poole	x
Community Member	<b>Sheldon Eakins</b>	x	Guest:		

- 1) Call to Order/Attendance and Welcome Guests: 6:00 pm. Meeting called to order by Barbara Roberts.
- 2) Reading – Geoffrey. **Colleen to do reading in September.**
- 3) Motion to approve June regular board meeting and work session minutes as amended:  
**Move: Geoffrey, Second: Sanju, passed unanimously.**
- 4) Public Comment – Barbara. None.
- 5) Motion to amend agenda to move fiduciary report to this point. **Move: Sharolyn, Second: Geoffrey, passed unanimously.**
- 6) Fiduciary Report – Alli:
  - a) Auditor came last week, things look good.
  - b) Currently we have \$300,000 in savings account. Discussion of two options: (1) local government investment pool (LGIP) or (2) 5-year CDs from ICCU. Possible to put \$51,000 in ICCU CD and \$249,000 in LGIP (maximum amount protected by FDIC for LGIP)? Finance committee will discuss this.  
**\*Alli Flores left at this point in the meeting.**
- 7) Dean’s Report – Mike.
  - a) Diversity and Inclusion Study: Still in development.
  - b) Personnel: Still looking for a lunch manager.
  - c) Computers for kids: More are still available.
  - d) Apptegy: In progress to set up website and notification system.
  - e) PowerSchool: Robin Hed received training over the summer. Parents will have access to gradebook information.
  - f) Bleachers: Are in production and awaiting a shipping date.
  - g) New Parent Orientation is August 23, Back to School Night is August 27.
  - h) Playground: The slide was recently broken and has been removed. Thermoplastic to be installed on August 25.



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- i) Professional development: We will be presenting 3 master classes at the EL Education national conference in Philadelphia. Six staff plus Mike will attend.  
Western Leaders conference is January 16–18 in Monterey, CA. Mike and Sarah Casper will attend.  
Title I conference in Boise this spring.
  - j) The parking lot closest to the school has been resurfaced and repainted.
- 8) PTO Update – Erin Poole
- a) The PTO is covered under the school’s liability coverage so they won’t get their own coverage.
  - b) Will be helping at Back to School Night.
  - c) Will be at the ISU Homecoming parade on September 29.
  - d) Fall Festival in planning stage.
  - e) Discussion of which big project to fundraise for now that bleachers have been purchased. Perhaps we could contribute to the City’s Rainey Park outdoor classroom funds. Mike will consult with teachers for ideas.
- 9) Action Item: Charter Conference Membership – Membership is \$50 per year, could be paid from admin line item, Idaho Direct fundraiser, or PTO grant. **Motion to approve membership: Sharolyn, Second: Kristine, passed unanimously.**
- 10) Action Item: Officer Vote – Sharolyn Belzer has been hired as Karyn Bethke’s classroom assistant, so she must resign the governing board as of the August 2018 meeting. Barbara proposes that Kristine Hunt be the vice-chair. **Motion to approve: Barbara, Second: Sharolyn, passed unanimously.**  
**Motion to temporarily combine vice-chair and secretary duties: Geoffrey, Second: Sanju, passed unanimously.**  
**Motion to amend extension of current board officer terms voted on in May 2018 to three years from August 2018: Geoffrey, Second: Sharolyn, passed unanimously.**
- 11) Action Item: Suggested Appendix B: Bylaws Amendments – Barbara.  
Discussion of amendments proposed based on June 2018 work session:
- a) Up to 4 parent representative seats.
  - b) 2 community member seats.
  - c) Up to 5 at-large seats.
  - d) All governing board members shall serve 3-year terms with the option to renew for up to 3 years at a time, confirmable by a simple majority vote of board members.
  - e) All officers shall serve 3-year terms, which may be extended based on the needs of and approval of the board.
- Motion to approve as amended: Geoffrey, Second: Sean, passed unanimously.**  
Geoffrey, Kristine, Barbara, and Joel’s terms extended by 1 year at May 2018 meeting, to be 3 years as reflected in newly updated bylaws. **Motion to approve: Geoffrey, Second: Sharolyn, passed unanimously.**
- 12) Action Item: Annual Board Membership Declaration – Barbara. The PCCS Governing Board for the 2018–2019 school year shall comprise 9 voting members. **Motion to approve: Kristine, Second: Geoffrey, passed unanimously.**



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**13) Committee Reports and Volunteer System Structure:**

**Barbara will send ideas on volunteer system structure via email to discuss in future.**

- a) Academic Excellence: None.
- b) Grants and Funding: None.
- c) Facilities: None.
- d) Governance: None.
- e) Public Relations and Fundraising: None.
- f) Communications: None.

13) Policy Review Update – Kristine: Will create a schedule for proofreading.

14) Meeting adjourn: **Move: Sharolyn, Second: Geoffrey; approved unanimously.** Meeting adjourned, 7:34 pm.

Next Meeting – 6:00 p.m. September 20, 2018

Respectfully submitted,  
Kristine Hunt  
PCCS Governing Board Secretary