



BOARD OF TRUSTEES

Minutes
December 21, 2017

- 1. Call to order/Pledge of Allegiance.**
Lead by Chelsea Wilkerson and Carlyn Wilson

The meeting was called to order at 7:10 p.m. by Bernice Lee

- 2. Roll Call**

Name	Present	Absent	Time of Arrival After Call to Order
Qiana Buckner	X		
David Burton	X		
LaToya Hamm		X	
Bernice Lee	X		
Darren McCormick	X		
Jose Rodriguez	X		
Tricia Shelton	X		
Allen Zeolla	X		

Note made that LaToya Hamm resigned as a Board member.

Be it resolved that the Board adopts the agenda.

MM: QB SM: TS Action: Approved

- 3. Consent Agenda**
 - a. Approval of Minutes from the 10/19/17 Board Meeting
 - b. Approval of Personnel Report
 - c. Approval of Financial Report
 - d. Approval of School Report

Be it resolved that the Board approves the consent agenda.

MM: JR SM: DB Action: Approved

Public Comment

4. Reports/Presentations to the Board

a. PTA

- i. Holiday shop was a success.
- ii. Will raffle off a bike at the Spring Fling.
- iii. PTA sponsoring holiday parties for students 12/22/17.
- iv. Sponsoring a hoagie fundraiser in January.
- v. January 10, 6:00 p.m., next PTA meeting.

b. Student Government and Micro Legislature

- i. Student Government Association & Micro Legislature presentations.
- ii. SGA fundraising ideas and reasons presented.
Q: Is there teacher support for the fundraiser dance? A: Yes
Q: Are there funds available in the Board budget so they may support? A: Board will donate \$500.

Motion from Board to donate \$500 to SGA:

MM: DB SM: DM Action: Approved

Public Comment

5. Per recommendation of the Administration, approval of Ms. Allen's attendance at Ron Clark Academy, Educator Training, January 25-26, 2018.

Ms. Allen explains that this is a nationally attended conference that allows teachers from around the world to learn about building relationships among teachers, students, and families.

Q: How will the information learned be disseminated? A: Ms. Allen will bring back ideas from training sessions and share with the board and staff.

MM: AZ SM: JR Action: Approved

Public Comment

6. Per recommendation of the Administration, approval of revised Board policy, 12.2 Anti-Bullying, Anti-Cyberbullying and Anti-Hazing and Title IX Policy.

Explanation by legal counsel. Document includes definitions of titles, includes reporting procedures, complaint procedures, etc.

Ms. Allen stated that the school has an anti-bullying team to address any bullying problems.

MM: QB SM: DM Action: Approved

Public Comment

Q: Who is Title IX representative? A: Assistant Principal, Mr. Tracey

7. Per recommendation of the Administration, recommend attendance at the National Charter Schools Conference being held June 17-20, 2018, in Austin, TX. Registration now open.

Asking Board to identify members who will attend. Members who attended last year will not attend this year.

MM: DB SM: TS Action: Approved to table to February 15, 2018 Board meeting.

Public Comment

8. Per recommendation of the Finance Committee, approval of the 2016-2017 Financial Audit.

A fund balance of \$1,350,632 remained on 6/30/17. Over \$800k was expensed in FY2017 for capital improvements to the school.

Financial Audit and 990 will be posted on the school website immediately.

MM: DB SM: JR Action: Approved

Public Comment

9. Per recommendation of the Administration, approval of the KRNB Associates commercial appraisal fee of \$2,200.

Seeking to purchase the present building. KRNB to appraise the school building. Once appraisal is complete, it will be shared with Board and with the PHSD Board.

MM: AZ SM: TS Action: Approved

Public Comment

10. Per recommendation of the Administration, approval of the Teacher Incentive Rubric.

Administration was tasked at end of last fiscal year to put together an incentive rubric for teachers.

School leadership team created a fair and equitable teacher incentive rubric that will be implemented in the spring.

MM: JR SM: QB Action: Approved

Public Comment

Q: Is there constructive criticism? A: Yes, teachers will receive feedback from the team when presented with their incentive.

Q: Will this be included in the budget going forward? A: Yes, will use the rubric moving forward and be included in next year's budget as well.

Q: Could this incentive be more than once/year? A: At this time, it is once per year. Hope to grow this program in order to retain great teachers.

11. Per recommendation of the Board, approval of the McCaskill & Associates contract agreement and scope of work.

Identify accountability and responsibility throughout all of our systems in the school. Will work with Ms. Allen and leadership team to see what needs improved and will report to the Board. McCaskill to identify a process to replace the assistant principal and the Board president who is stepping down in August 2018.

MM: BL SM: AZ Action: Approved pending legal review

Board member Jose' Rodriguez voted no and David Burton was not present. Vote passed with 5 yeses, 1 no and 1 not present.

Public Comment

Q: Concerns – understands the food at the school is purchased at PHSD and shipped to PHCSE. Would like to have a system in place where the food is prepared on site and promote a healthier diet. A: Will look into making changes for next school year.

Q: Can a water filter system be put in place instead of using bottled water? A: Will possibly look into this for the next school year.

Comment: Boys' bathroom needs improvement. A: One of our reasons to purchase the building is so improvements can be made. Mr. Jones will follow-up with custodial staff to ensure cleanliness.

Comment: Psychologist in attendance willing to support our school with mindfulness training. A: Will have her meet with Innovation Specialist and Mrs. Williams to learn more about program.

12. Effective February 1, 2018, Mr. William Tracey is resigning as Assistant Principal at PHCSE.

Board wishes him the best in his new position as principal in a K-5 school, Trinity. Will be looking for a replacement or a similar position.

No motions or approvals needed.

MM: SM: Action:

Public Comment

13. New Business

Public Comment

Adjourned

MM: QB SM: JR Action: Approved

The meeting was adjourned at 8:31 p.m.