

Bear River Charter School Governing Board Minutes

January 10, 2017

I. Call to Order

5:41 p.m.

II. Past Minutes

Slocum moves to approve the minutes; V. Jenkins seconds. All in favor; none opposed.

III. Public Comment

No public comment.

IV. Financial Update from Red Apple

In the equipment area, we had budgeted \$23,000 and spent only \$17,000. So that was part of the difference that we've been seeing in the last few meetings. Also, we purchased Chromebooks for the school that appeared in Technology rather than where we thought it would in CTE. Timing, grants, and uncertainty with particular categories resulted in the discrepancy that we've been working on understanding. In the future, any variances will appear in the budget summary sheet that we receive in meetings.

BRCS is also creating a finance committee, which will consist of J. Adams, Cinthya, and M. Kidman. M. Kidman supported the process moving forward and felt very positively about this process as our Board Treasurer. So, in the future, revisions will appear both in the minutes and on the budget summary spreadsheet we receive each month.

P. Willis noted that she appreciated the time and effort that J. Adams, Red Apple, and M. Kidman put in to this process.

Spencer reported that J. Adams was awarded the REAP grant, \$23,750 total. This is reflected in the 4000 section of revenues. The Board commended J. Adams on her efforts toward this grant, which really assists in BRCS' operating margin goals.

In expenses, the 100s are in the red; salaries were paid out early for January which is why that looks "under," but in reality we are on target. Our 800s are also in the red, but most of that is dues and fees that we pay up front. We should be on track for that category by year end.

V. SCA Updates

SCA is selling T-shirts for \$7 to boost school pride; all are encouraged to purchase one!

VI. Meralee Visit Update, Successes, and Growth Report

Meralee sent a checklist overview. J. Adams reviewed those items:

- Instructors should have a binder with resources. They include things like rosters, assessments, etc.
- Pacing Guides being complete. This is now one of the sections in the binder, and these are being kept up to date in a more complete fashion.

- Monthly Campus Pacing Report. This is a monthly report where teachers enter a summary of their individual class records showing what lessons the students were on at the beginning of the month, and where they are at the end. This helps us assess, on an ongoing fashion, whether instructional goals are being met.
- Assessment Forms are Completed. That is another piece of the binder teachers are now keeping.
- Meeting formally or informally to give feedback and process implementation. Informal meetings are happening, but formal sitdowns are still to come.
- Release Teresa once a month to observe aides and make recommendations. This is in the works, and will start in February. BRCS has secured a permanent substitute who is familiar with DI to be the consistent replacement for her monthly release to coach.

Meralee is coming back in March, and her focus would most likely be math since she was very reading-focused last time. J. Adams asked Tim if the shift would be good, and Slocum indicated that he might like to see continuation on specific feedback if there was some growth needs there.

P. Willis asked what information parents get about their students' progress, particularly on things like DIBELS. J. Adams noted that ASPIRE captures a lot of important progress content. H. Kleiner noted that there was a national assessment specialist that could be expensive, but something that might really benefit our teachers. P. Willis also indicated that she supported the Spring rather than Fall testing.

Slocum noted that Meralee's report discussed the signals and corrections as areas for growth. Teresa will be working with the paraprofessionals, but what about the teachers? J. Adams noted that this takes place at PLCs rather than during the day, like we would do for the aides.

VII. Enrollment, Lottery, and Full Day Kindergarten

Our enrollment is staying mostly the same. We are up by one student in total. J. Adams indicated that we had eleven applications for K, and that we are usually full by this point in the year, so she has undertaken some efforts to promote the school. One is a radio ad, and 92.9 gives us a 2-for-1 rate. The newspaper ad is out already. The website has been updated. Families have been emailed and told to spread the word about the full day kindergarten. The K lottery will happen the second Friday in February – so there is about a month left.

BRCS may to continue to use the grant dollars for full day kindergarten.

We are going to reach out to other charter schools in the valley to see if we can't coordinate around the lottery. The different timing and uncertainty is often problematic. We may shift the lottery to later.

VIII. Teacher Retention

The most important thing is a culture of belonging and acceptance at BRCS. J. Adams is aware of that and is always working on it. But we can do other things to retain qualified teachers. For example, paying license renewal fees, paying for tests, helping with tuition, etc. One teacher, for example, will pay \$7500 for his advanced certification in math instruction, which benefits us as an educational institution. Because of the impending possibility of a building purchase, M. Kidman asked to hold off on committing additional funds to other enterprises; this will be revisited, but is something the Board is looking very much forward to doing.

IX. Sarah Pinkelman – PBIS

Sarah is very interested in working with our school, and us giving her some research access. She wants to focus on Tier II interventions. Earlier this year, we received a grant for an anti-bullying prevention program. Some funds there were allocated to a particular program that did not happen. They asked if they could use those funds in a different way (paying Sarah) and they said yes. So that gives us \$1400 to give her. **Slocum moves that H. Kleiner be authorized to shift additional funds toward the dedication of the PBIS project, including the action of working out of cash reserves. P. Willis seconds. All in favor, none opposed.**

X. Building Update

H. Kleiner met with the owners; there is some discrepancy over value, but the meeting went well.

XI. Other Business

Given that two snow days occurred, does the Board need to approve any make up days or the new calendar? The Board expressed interest in adding days to after Memorial Day, but left it to J. Adams's discretion.

H. Kleiner asked about the Tetra Analytix. J. Adams let him know that that would be taking place next month.

H. Kleiner asked about the field experiences and where we were with that. The 8th grade teacher let us know what was in the works. Even with those plans, the students are not off campus as much as they used to be. B. Bingham noted that historically, these have been off campus and that is many parents' interpretation of the charter. The Board asked J. Adams to visit with the teachers about what they need for more meaningful field experiences. H. Kleiner noted that we needed to budget in buses if transportation is our biggest problem.

XII. Closed Session

V. Jenkins moves to go into a closed session; B. Bingham seconds. No further discussion; all in favor, none opposed.

The Board exited the closed session at 7:50 p.m.

XIII. Adjournment

7:50 p.m.