

**MINUTES
GOVERNING BOARD
ROLLING HILLS PUBLIC CHARTER SCHOOL
July 14, 2008
6:30 p.m.**

I. REGULAR MEETING PRELIMINARIES

- A. Meeting Called to Order: by Chairman Varie.
- B. Roll Call: Governing Board members Doug Varie, Justin Reynolds, May Slaughter, Nicole Morris, Glen Stephenson, and Tavis Reche' were present as well as Administrator Scheuffele.
- C. Approval of Minutes: The Special Meeting Minutes of 6-5-08 were added to the Approval of Minutes section of the agenda. Motion by Board member Reynolds and seconded by Board member Slaughter to approve the Regular Meeting Minutes of 6-10-08, Special Meeting Minutes of 6-5-08 and the Special Meeting Minutes of 6-24-08. Motion carries 5-0.
- D. Persons Wishing to Speak on an Agenda Item: No one.
- E. Persons Wishing to Speak on a Non-Agenda Item: No one.

II. UNFINISHED BUSINESS

There was no Unfinished Business this evening.

III. NEW BUSINESS

- A. PFA/Fundraising: No update this evening.
- B. Site & Facilities: The café floor, kindergarten door, and pooling water outside, are the 3 items to be taken care of by McAlvain. Two outstanding bills from Debest need to be forwarded to McAlvain Construction. The second grade window needs to be replaced and there are two toilets that are plugged. The mice appear to be gone and a bug barrier will be applied. The volleyball caps have been installed in the gym floor and R&R Hardwood will finish the gym floor. The lockers have been ordered and shipped.
- C. Finance Committee: The 6-30-08 quarterly financial statements were presented to the Board. Some of the yearend adjustments have been made, but we won't have a clear picture of how the year ended until next month. Board member Slaughter expressed concern over the PFA not being included in the audit process. We will inquire into the cost of expanding the audit to include the PFA and present that information at the next Board meeting. Guidelines on PFA reporting to the Board, will be examined/discussed. Direct deposit of payroll checks for

employees will not be added at this time. The line-of-credit at US Bank will be renewed.

- D. Enrollment/Marketing: Classes are full through 7th with wait lists. There is room for 6 or 7 students in 8th grade. Records requests for students changing schools are mainly for 8th and 9th grades. People are stopping by school on Wednesdays when the office is open. Family enrollment packets will go out this week. Back to school picnic is planned for August 26th. New families will be invited to check out the school on August 27th. Teachers will start working on August 27th and the school open house is planned for Sept. 2nd.
- E. Strategic Plan: This plan will lay the foundation for what we are working towards in 3 years, 5 years, etc. Having a plan in place with a means to measure our progress will provide us the opportunity to apply for teacher improvement funding from the State. Administrator Scheuffele is examining Harbor documents and Idaho Charter School network documents to build a plan for Rolling Hills. A committee will need to be created of parents, teachers, students, and outside individuals to work on the plan and to assist in implementation. Parents are interested in a timeline for the addition of busing and a kitchen. We want to be able to paint a competitive picture for people coming in and asking for information about our school. Visitors are interested in the tools that we use, curriculum, and the mission and vision of the school. It would be beneficial to show parents where we are going in the future but also present a picture of where we came from and what we have accomplished.
- F. Nominating Committee: The Board positions of Board member Reynolds, Hart, and Reche' are up for election this year. Board seats were assigned letters and end of term dates as follows; A. Morris-July 2009; B. Reynolds- July 2008; C. Stephenson- July 2009; D. Reche'-July 2008; E. Slaughter-July 2009; F. Varie-July 2009; G. Hart-July 2008. Board member Slaughter motioned to accept the above Board list/term dates and was seconded by Board member Morris. Motion carries 4-0 (Board member Stephenson not present for vote). Board member Stephenson motioned to re-appoint Justin Reynolds to position B and was seconded by Board member Reche'. Motion carries 5-0. Board member Reche' motioned to re-appoint Rick Hart to Board position G and was seconded by Board member Reynolds. Motion carries 5-0. Board member Reche' has completed his term and will not be returning for a second term. An individual will be sought to fill Board member Reche's position.
- G. Establish Regular Meeting Date: Board member Slaughter motioned for the Regular Board meeting to be held the 2nd Tuesday of each month at 6:30 p.m. and was seconded by Board member Morris. Motion carries 5-0.
- H. Designation of Public Places For Posting of Public Notices: Board member Reynolds seconded the motion by Board member Stephenson for posting locations to remain the same, Rolling Hills Charter School and the Eagle Public Library. Motion carries 5-0.

- I. Board Re-Organization: Board member Reche' motioned to appoint Doug Varie-Chairman, Justin Reynolds-Vice Chairman, May Slaughter-Treasurer, and Nicole Morris-Secretary. Motion was seconded by Board member Slaughter. Motion carries 5-0.

IV. REPORTS & DISCUSSION

Principal's Report: Charter Grant money and other funds that needed to be appropriated by yearend were expended. Textbook money and Remediation money were used to purchase books students will use next year for those programs. Thirty four hundred dollars in drug free funds were used to purchase paper for that program. The Charter Grant funds were used to purchase a fireproof file cabinet, desks, chairs, volleyball equipment, tip and roll bleachers, lockers and supplies.

We will need to examine how we can meet the accreditation requirements of having a counselor and nurse available to students. Possibly we can have nurse oversight and one of the staff can be trained to fill the nursing need.

Educational assistants will be working with students 80% of the time and helping teachers the remaining 20%. Randy Mills will be at the next meeting to discuss the caseload for this coming school year. The Medicare billing process is very labor intensive. New teachers have received information from the administrator. We are checking to see if new teachers would be able to visit Liberty Charter for Harbor training. The hope is that some of the Drug Free funds can be used to provide a small stipend for buddy teachers. This would be a teacher that will mentor new teachers on the Harbor method for the first year. Our exchange teacher is scheduled to come this year and we are still expecting to have student teachers this year.

Chairman Varie announced he would entertain a motion to recess into Executive Session in the manner and for the purpose authorized in Section 67-2345 (1) (a), Idaho Code, to consider hiring a public officer, employee, staff member or agent, unless a vacancy in an elective office is being filled.

Board member Reynolds seconded the motion made by Board member Slaughter, and Chairman Varie declared the Governing Board into Executive Session with all members voting aye, at 8:51 p.m.

(Executive Session)

Chairman Varie reconvened the Board into Open Session at 9:40 p.m.

Board member Stephenson seconded the motion by Board member Reynolds to offer the music position on an hourly basis. Motion carries 5-0.

V. CONSENT AGENDA

The Governing Board reviewed the enclosures under Consent Agenda (Financial Report 6-30-08 and Accounts Payable 6-30-08). Board member Slaughter motioned to accept the Consent Agenda and was seconded by Board member Morris. Motion carries 5-0.

VI. ADJOURNMENT

After a full and complete discussion, the meeting adjourned.

The above minutes represent a true and accurate summary of this meeting.

Chairperson

Clerk