



PCCS Remote Board of Director's Meeting AGENDA

Tuesday, August 25, 2020 6:30 PM

[Zoom Meeting](#)

Meeting ID: 697 198 8979

Password: 159304

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Meeting ID: 697 198 8979

Password: 159304

Call to Order – Roll Call

President

Public Comment

10 Minutes

Discussion Agenda

1. Administrative and Teacher Salary Reporting
2. Board Election Timeline & Process
3. Student Enrollment Numbers
4. Board Goals

Closed Session:

Discussion related to 5ILCS 120/2(c)(1) - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

5. New Employees

Consent Agenda:

6. July 2020 Financials
7. Motion to Approve Open Session Minutes of Previous Board Meetings
8. Motion to Accept Reports on Consent Agenda

Public Comment

10 Minutes

Action Agenda:

- 1A. Approve and Teacher Salary Report
- 5A. Approve Hire of New Employees

Adjourn

A copy of the board documents for this meeting is available for viewing on the school web site.

Thank you for attending the meeting of the PCCS Board of Education. Individual board members do not respond to public comment. For questions or comments, please e-mail the Board at board@pccharterschool.org. Board e-mails are received and responded to by the Board President.

The PCCS Board of Directors consists of:

President: Nell Anen
Secretary: Jim Mertz
Abe Janis

Vice President: Marcelo Chiodi
Dan Fedor
Devon Mann

Treasurer: Stacey White
Demetri Georgatsos
JoAnn Stewart

Discussion Agenda

Prairie Crossing Charter School
EIS Administrator and Teacher Salary and Benefits Report - School Year 2020

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Barnett, Katherine Elizabeth	200-Teacher	\$69,049.68	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$0.00
Bonczkowski, Kimberly	200-Teacher	\$41,541.36	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Bonder, Mike J	250-Special Education Teacher	\$12,670.28	0.36	0	5	\$1,000.00	\$0.00	\$0.00	\$1,986.00
Deigan, Geoff J	100-District Superintendent	\$195,000.00	1.00	10	12	\$19,500.00	\$0.00	\$0.00	\$0.00
Dietzel-Hershiser, Naomi	126 - Dean of Students Teacher no admin endorsement	\$66,466.32	1.00	10	12	\$5,823.30	\$0.00	\$0.00	\$7,944.00
Fiorelli, Kyle	250-Special Education Teacher	\$46,145.28	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Flinn, Joshua	200-Teacher	\$22,848.00	0.55	0	7	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Flood, Joshua J	200-Teacher	\$48,627.36	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Freeman, Robert Francis	611 - Resource Teacher Other	\$43,085.04	1.00	0	14	\$3,300.00	\$0.00	\$0.00	\$7,944.00
Hahn, Lynn Marie	200-Teacher	\$62,195.28	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Hershiser, Michael Christopher	200-Teacher	\$65,339.76	1.00	0	14	\$3,300.00	\$0.00	\$0.00	\$7,500.00
Hurwitz, Samuel	200-Teacher	\$39,103.20	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,500.00
Huska, Melinda	250-Special Education Teacher	\$44,425.18	1.00	0	14	\$1,000.00	\$0.00	\$0.00	\$0.00
Jackson, Heather Dee	200-Teacher	\$43,300.32	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Jeffery, Christine Marie	200-Teacher	\$60,359.28	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,648.00
Johnson, Matthew	200-Teacher	\$26,781.36	0.65	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Klug, Rachel	200-Teacher	\$40,426.32	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Larson, September L	200-Teacher	\$49,385.52	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$0.00
Loustaunau, Christopher R	200-Teacher	\$47,720.16	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Loustaunau, Jessica	152-Special Education Director	\$121,767.12	1.00	10	12	\$14,523.69	\$0.00	\$0.00	\$7,944.00
Martinez, Ashley M	250-Special Education Teacher	\$40,440.72	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Mc Geever, Jana K	202-Bilingual Education Teacher	\$44,004.00	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$0.00
McKee, Marjorie J	200-Teacher	\$37,742.16	0.80	0	14	\$3,300.00	\$0.00	\$0.00	\$7,500.00
McNally, Sydney	200-Teacher	\$39,103.20	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$0.00
Mui, Katherine K	200-Teacher	\$39,103.20	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Neil, Susan A	200-Teacher	\$42,128.64	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,500.00
Ottaviani, Megan	200-Teacher	\$39,103.20	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,500.00
Parker, Julianna	200-Teacher	\$27,236.04	0.60	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Plucinski, Melissa Anne	250-Special Education Teacher	\$55,432.80	1.00	0	14	\$3,300.00	\$0.00	\$0.00	\$7,944.00
Reidy, Nancy Kay	250-Special Education Teacher	\$18,543.75	0.64	0	14	\$0.00	\$0.00	\$0.00	\$0.00
Roman-Ahlgren, Lisette M	202-Bilingual Education Teacher	\$26,721.12	0.55	0	7	\$2,500.00	\$0.00	\$0.00	\$7,907.00
Smetters, Felicia	200-Teacher	\$35,610.90	0.94	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Stewart, Sarah Elizaeth	200-Teacher	\$49,505.76	1.00	0	14	\$3,300.00	\$0.00	\$0.00	\$7,944.00
Thomas, Andrew E	200-Teacher	\$43,085.76	1.00	0	14	\$3,300.00	\$0.00	\$0.00	\$7,944.00
Turner, Roxanne L	200-Teacher	\$42,458.16	1.00	0	14	\$2,500.00	\$0.00	\$0.00	\$7,944.00
Venegoni, Danielle	126 - Dean of Students Teacher no admin endorsement	\$59,999.94	1.00	10	12	\$4,900.00	\$0.00	\$0.00	\$7,944.00
Zamiar, Robert Anthony	103-Principal	\$107,889.41	1.00	10	12	\$12,473.37	\$0.00	\$0.00	\$7,944.00

Totals: Distinct Employee Count: 37	Distinct Positions Count: 37	Total Positions Count: 37	Vacation Days: 50	Sick Days: 485					
Base Salary: \$1,894,345.58	Bonuses: \$136,520.36	Annuities: \$0.00	Retirement Enhancements: \$0.00	Other Benefits: \$229,809.00					

Board Election Timeline & Process

Date	Action
8/18/2020	Election Initiation Date
9/9/2020	Completed candidate packets due by 3:30pm
9/9/2020	Applications reviewed by election committee. Certification date.
9/21/2020	Ballots published and distributed
10/5/2020	Ballots due by 3:30pm
10/6/2020	Public announcement of election results
9/9-10/4	The Board of Directors shall interview all candidates in accordance with established practices and hold a vote to elect the Board-Appointed Candidates. The date of the vote is the "Election Date."
10/6/2020	Candidates and public are informed of the outcome of the Board-Appointed process per established procedure.
10/27/2020	<i>Annual Meeting New Members Seated</i>

Student Enrollment as of 8/21/20

	# of Students	District
	377	Woodland 50
	53	Fremont 79
	0	Out of District
Total	430	

Consent Agenda

Prairie Crossing Charter School

Business Managers Report

August 25, 2020

- Auditors from CliftonLarsonAllen were conducted their audit off campus the week of July 27th and are completing their field work. They are finalizing their review of the 2019/2020 transactions and will present the Audited Financial Statements at a future board meeting.
- TRS rates for the 2020/2021 school year:
 - Member TRS retirement contributions: remain unchanged at 9.0% of creditable earnings.
 - Employer Retirement Contributions remain unchanged at .58% of creditable earnings.
 - Employer TRS contributions on federally funded salaries decreased from 10.66% to 10.41%.
 - Member THIS Fund Contributions remain unchanged at 1.24%
 - Employer THIS Fund Contributions remain unchanged at .92%
- The 2020 salary data reportable to the Illinois State Board of Education (ISBE) – Employee Information System (EIS) due August 14, 2020 was finalized August 5, 2020.
- The creditable earnings and TRS withholdings report related to the 2019/2020 school year due to TRS before 8/10/2020 was submitted 7/13/2020 and was accepted by TRS after their internal review on 7/20/2020.
- We have been working hard to accommodate all requests for Technology and have already fulfilled over 113 requests for loaner Chromebooks for students in grades K – 5. At this time we do not have an estimated delivery date for the devices that were ordered in early summer but are positioned to get them issued as soon as they arrive.

Respectfully submitted,

Kim Disalvo

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July 2020

	Jul 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · GENERAL INCOME			
Total 4100 · GENERAL INCOME	0.00	0.00	0.00
4200 · GRANTS			
Total 4200 · GRANTS	0.00	0.00	0.00
4300 · SCHOOL FEES INCOME			
Total 4300 · SCHOOL FEES INCOME	0.00	0.00	0.00
4400 · CLUBS & PROGRAMS			
Total 4400 · CLUBS & PROGRAMS	0.00	0.00	0.00
4500 · GENERAL FUNDRAISING INCOME			
Total 4500 · GENERAL FUNDRAISING INCOME	0.00	0.00	0.00
4700 · STUDENT PARTICIPATION INCOME	0.00	0.00	0.00
4800 · INVESTMENT & OTHER INCOME			
Total 4800 · INVESTMENT & OTHER INCOME	71.17	0.00	71.17
Total Income	71.17	0.00	71.17
Gross Profit	71.17	0.00	71.17
Expense			
5100 · INSTRUCTION EXPS			
Total 5100 · INSTRUCTION EXPS	68,466.71	0.00	68,466.71
5200 · CLUBS & PROGRAMS EXP			
Total 5200 · CLUBS & PROGRAMS EXP	0.00	0.00	0.00
5300 · STUDENT PARTICIPATION EXPS			
Total 5300 · STUDENT PARTICIPATION EXPS	0.00	0.00	0.00
5400 · ADMINISTRATION EXPS			
Total 5400 · ADMINISTRATION EXPS	66,274.28	0.00	66,274.28
5600 · SUPPORT SERVICES			
Total 5600 · SUPPORT SERVICES	25,167.58	0.00	25,167.58
5700 · OPERATIONS & MAINT EXP			
Total 5700 · OPERATIONS & MAINT EXP	51,643.47	0.00	51,643.47
5800 · FUNDRAISING EXP			
Total 5800 · FUNDRAISING EXP	9.99	0.00	9.99
5900 · GRANT EXPENSE			
Total 5900 · GRANT EXPENSE	7,652.51	0.00	7,652.51
Total Expense	219,214.54	0.00	219,214.54
Net Ordinary Income	(219,143.37)	0.00	(219,143.37)
Other Income/Expense			
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
Total 7102 · Fundraising	0.00	0.00	0.00
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July 2020

	Jul 20	Budget	\$ Over Budget
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
Total 7220 · PCCSHI-Mortgage Loan Interest	0.00	0.00	0.00
7300 · NON OPERATING-PSO EXPENSE			
Total 7300 · NON OPERATING-PSO EXPENSE	0.00	0.00	0.00
Total 7200 · NON OPERATING EXPENSE	926.45	0.00	926.45
Total Other Expense	926.45	0.00	926.45
Net Other Income	(926.45)	0.00	(926.45)
Net Income	(220,069.82)	0.00	(220,069.82)

Prairie Crossing Charter School
Balance Sheet Prev Year Comparison
As of July 31, 2020

	Jul 31, 20	Jul 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash			
Total 1100 · Cash	4,170,169.95	1,819,269.76	2,350,900.19
Total Checking/Savings	4,170,169.95	1,819,269.76	2,350,900.19
Accounts Receivable			
Total Accounts Receivable	15,149.60	9,981.40	5,168.20
Other Current Assets			
12000 · Undeposited Funds	627.00	3,310.00	(2,683.00)
1250 · Grants Receivable	2,156.13	1,850.45	305.68
1300 · Other Assets			
Total 1300 · Other Assets	121,729.54	88,316.44	33,413.10
Total Other Current Assets	124,512.67	93,476.89	31,035.78
Total Current Assets	4,309,832.22	1,922,728.05	2,387,104.17
Fixed Assets			
1400 · Fixed Assets			
Total 1400 · Fixed Assets	109,237.62	146,430.78	(37,193.16)
Total Fixed Assets	109,237.62	146,430.78	(37,193.16)
Other Assets			
1600 · Investment in LLC			
Total 1600 · Investment in LLC	8,807,757.16	8,503,051.45	304,705.71
Total Other Assets	8,807,757.16	8,503,051.45	304,705.71
TOTAL ASSETS	13,226,827.00	10,572,210.28	2,654,616.72
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Total Accounts Payable	48,012.43	81,486.37	(33,473.94)
Other Current Liabilities			
2010 · Accounts Payable - Accrued	69,511.44	95,628.34	(26,116.90)
2030 · Other Accrued Expenses	3,529.34	0.00	3,529.34
2050 · Other Current Liabilities			
Total 2050 · Other Current Liabilities	26,345.00	23,943.92	2,401.08
2106 · LLC Accrued Expenses	0.00	(1,331.00)	1,331.00
2151 · Deferred Revenue-Fees	50,155.00	50,355.00	(200.00)
2200 · Accrued Interest	18,322.09	18,322.09	0.00
2201 · Accrued Payroll Liabilities			
Total 2201 · Accrued Payroll Liabilities	264,182.14	260,765.93	3,416.21
2300 · Capital Lease Obligations - ST	3,289.35	4,917.84	(1,628.49)
Total Other Current Liabilities	435,334.36	452,602.12	(17,267.76)
Total Current Liabilities	483,346.79	534,088.49	(50,741.70)
Long Term Liabilities			

Prairie Crossing Charter School
Balance Sheet Prev Year Comparison
As of July 31, 2020

	Jul 31, 20	Jul 31, 19	\$ Change
Total Long Term Liabilities	9,607,992.90	7,211,571.93	2,396,420.97
Total Liabilities	10,091,339.69	7,745,660.42	2,345,679.27
Equity			
Total Equity	3,135,487.31	2,826,549.86	308,937.45
TOTAL LIABILITIES & EQUITY	13,226,827.00	10,572,210.28	2,654,616.72

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
 July 2020

	Jul 20	Jul 19	\$ Change
Ordinary Income/Expense			
Income			
4100 · GENERAL INCOME			
4125 · Restricted Contribs/Sponsorship	0.00	10.00	(10.00)
Total 4100 · GENERAL INCOME	0.00	10.00	(10.00)
4400 · CLUBS & PROGRAMS			
4415 · Getting to Know You	0.00	3,000.00	(3,000.00)
Total 4400 · CLUBS & PROGRAMS	0.00	3,000.00	(3,000.00)
4800 · INVESTMENT & OTHER INCOME			
Total 4800 · INVESTMENT & OTHER INCOME	71.17	799.46	(728.29)
Total Income	71.17	3,809.46	(3,738.29)
Gross Profit	71.17	3,809.46	(3,738.29)
Expense			
5100 · INSTRUCTION EXPS			
Total 5100 · INSTRUCTION EXPS	68,466.71	55,243.62	13,223.09
5200 · CLUBS & PROGRAMS EXP			
Total 5200 · CLUBS & PROGRAMS EXP	0.00	176.69	(176.69)
5400 · ADMINISTRATION EXPS			
Total 5400 · ADMINISTRATION EXPS	66,274.28	78,340.62	(12,066.34)
5600 · SUPPORT SERVICES			
Total 5600 · SUPPORT SERVICES	25,167.58	25,364.69	(197.11)
5700 · OPERATIONS & MAINT EXP			
Total 5700 · OPERATIONS & MAINT EXP	51,643.47	31,238.37	20,405.10
5800 · FUNDRAISING EXP			
Total 5800 · FUNDRAISING EXP	9.99	19.99	(10.00)
5900 · GRANT EXPENSE			
Total 5900 · GRANT EXPENSE	7,652.51	3,737.67	3,914.84
Total Expense	219,214.54	194,121.65	25,092.89
Net Ordinary Income	(219,143.37)	(190,312.19)	(28,831.18)
Other Income/Expense			
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
Total 7102 · Fundraising	0.00	54.50	(54.50)
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	0.00	54.50	(54.50)
Total Other Income	0.00	54.50	(54.50)
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
Total 7220 · PCCSHI-Mortgage Loan Interest	0.00	10,626.92	(10,626.92)
7244 · Lease Interest Expense	18.75	45.51	(26.76)
7246 · Depreciation	0.00	5,207.57	(5,207.57)
7247 · Amortization	531.50	531.50	0.00

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
July 2020

	<u>Jul 20</u>	<u>Jul 19</u>	<u>\$ Change</u>
7248 · Depreciation - LLC	0.00	23,669.12	(23,669.12)
7249 · Amortization - LLC	376.20	1,706.22	(1,330.02)
7300 · NON OPERATING-PSO EXPENSE			
Total 7300 · NON OPERATING-PSO EXPENSE	0.00	1,441.00	(1,441.00)
Total 7200 · NON OPERATING EXPENSE	926.45	43,227.84	(42,301.39)
Total Other Expense	926.45	43,227.84	(42,301.39)
Net Other Income	(926.45)	(43,173.34)	42,246.89
Net Income	<u>(220,069.82)</u>	<u>(233,485.53)</u>	<u>13,415.71</u>

Prairie Crossing Charter School Statement of Cash Flows

July 2020

Jul 20

	<u>Jul 20</u>
OPERATING ACTIVITIES	
Net Income	(220,069.82)
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · Accounts Receivable	(12,164.00)
1250 · Grants Receivable	27,261.00
1320 · Prepaid Expense	(63,609.28)
1330 · Charter Renewal Fees	531.50
2002 · Accounts Payables	(92,333.30)
2151 · Deferred Revenue-Fees	21,770.00
2210 · Accrued Salaries	(124,401.20)
2010 · Accounts Payable - Accrued	(45,871.42)
2212 · Accrued FICA/Medicare/TRS Bonus	(3,963.08)
Net cash provided by Operating Activities	<u>(512,849.60)</u>
INVESTING ACTIVITIES	
1475 · CIP - Barn and Kennicott Renova	(20,090.10)
1607 · Capitalized Closing Costs	376.20
Net cash provided by Investing Activities	<u>(19,713.90)</u>
FINANCING ACTIVITIES	
2300 · Capital Lease Obligations - ST	(460.60)
Net cash provided by Financing Activities	<u>(460.60)</u>
Net cash increase for period	<u>(533,024.10)</u>
Cash at beginning of period	<u>4,703,821.05</u>
Cash at end of period	<u><u>4,170,796.95</u></u>



PCCS Remote Board of Director's Meeting **DRAFT Meeting Minutes - Open Session**

Tuesday, July 28, 2020 6:30 PM

Zoom Meeting

Meeting ID: 697 198 8979

Password: 159304

Call to Order – Roll Call

- Meeting was called to order by President Nell Anen at 6:37pm CST.
- In Attendance
 - PCCS Board:
 - Nell Anen – President
 - Marcelo Chiodi – Vice President
 - Stacey White – Treasurer
 - Jim Mertz - Secretary
 - Abe Janis
 - Dan Fedor
 - JoAnn Stewart
 - Demetri Georgatsos
 - Devon Mann – departed at 7:31pm
 - Staff:
 - Geoff Deigan – Executive Director
 - Tony Zamiar
 - Jessica Loustauna
 - Robert Freeman
 - Jim Loustaunau
 - September Larson
 - Christine Jeffery
 - Andy Thomas
 - Tammy Steinbeck
 - Katherine Mui
 - Jana McGeever
 - Peter Zaragoza
 - Megan Ottaviani
 - Susan Neil
 - Lisette Roman
 - Marnie McKee
 - Scott Stewart
 - Janette Siegel
 - Heather Jackson
 - Katy Barnett
 - Rachel Klug
 - Roxanne Turner
 - Public:
 - Veerendra K Pes
 - Kevin Hartwell
 - Rosie Dow
 - Sarah Crothers
 - Elizabeth
 - Dayna Lorentz
 - Jim Strachan
 - Marta Leszczynski
 - Becky Anderson
 - Chenoa Kollman
 - Jill Gawne
 - Eileen Mooney
 - Agnieszka Wojc
 - Caryn Meyer
 - Emily Schaefer
 - Jennifer Mertz
 - Andy Yeaman
 - Callie Kindt
 - Becky Mosher
 - Laura Psimaras
 - Liz White
 - Jen Miller
 - Lisa Profenna
 - Sarah Crothers
 - Virginie Bottero
 - Tatyana Santam
 - Shane Patterson
 - Kevin Hartwell
 - Kevin Ausburn
 - Gabrielle White
 - Valerie Granfeldt
 - Crystal Maschek
 - Veronica Oleson
 - Deb Klemens
 - Susan Brophy
 - Memo Rodriguez
 - Benjamin Brzezi
 - Kathy Lopez
 - Jim Young
 - Tracy Erski

Public Comment

- Robert Freeman – Prepared statement read to the board. Asking the board to move forward with remote learning on behalf of the staff to provide the safest environment for students, staff, and family. The union and their members are confident that remote learning is in the best interests of the students. Staff members should be considered equally in the safety considerations of safety
- Kristin Bos – Prepared statement read to the board. Extremely disappointed that students from a small, environmental based school is unable to return to classroom learning. Parents need more details on the content. Concern with instructional content. Has issue with the amount of time in front of a screen. Stressed expectation that teachers need to be available to students.



- Dayna Lorentz – Communicating concern for children who have IEPs. Does not feel PCCS is following ISBE guidelines for reopening.
- Surchan – expressing desire to be open for in person learning.
- Rosie Dow – Question regarding Wednesday’s that were “no screen time” during the spring. Is there any plan to do something similar the fall? Stated that she is in favor of in person class room learning.
- Eva Cramer – Expressed her experience working in a “Covid hospital” and expressed her thoughts on our ability to open.
- Carol Alloian – Expressed her experience having family affected by Covid-19 and advocates for a slower opening. Has question regarding what steps are being taken to ensure school space is safe when we do reopen. Would like to better understand the curriculum.
- Veerendra K Pes – Asking if it is possible to opt for full-time remote learning until there is a vaccination, etc.

****Nell Anen noted we reached time and directed any additional questions be sent directly to the board at board@pccarterschool.org***

Discussion Agenda

1. Return to School Plan for August 2020
 - *Information on the full plan provided in the packet.*
 - *Dates in plan are guidelines. Final dates will be determined when Phase 4B and Phase 5 are announced.*
 - *Question regarding line item for “enrichment”*
 - *Question regarding help for parents that aren’t able to assist children. Geoff responded that those with 503 plans will have assistance. Regarding families that are struggling with child care, Geoff noted there are minimal resources the school can offer, but perhaps there are options available in the community.*
 - *Devon expressed concern with screen time for Kindergartners*
 - *Demitri inquiring if there has been consideration into using more textbook based materials to minimize the amount of computer facing time students (especially younger students) experience.*
 - *Suggestion/Question regarding plan to allow students to interact outdoors while the weather is good. Geoff indicated that majority would happen with Phase 4B.*
 - *Ask of the Board is to pass the resolution to start the school year with remote learning.*
2. Board Resolution for Return to School
 - *The ask tonight is to approve the resolution in general.*

***Request made to move up vote on action item 1A and 2A**

- 1A. Approve Return to School Plan August 2020
 - *Motion made by Stacey White. Second by Dan Fedor. Approved on roll call vote; carried all ‘Yes’.*
- 2A. Adopt Board Resolution for Return to School
 - *Motion made by Stacey White. Second by Dan Fedor. Approved on roll call vote; carried all ‘Yes’.*

***Return to Discussion agenda**

3. Board Goals Draft Framework
 - JoAnne expressed desire for Board to be more proactive vs reactive
 - Review of framework standards



STANDARD ONE: Governance

- A. The school has developed a long-term/strategic plan and revisits/revises it on an annual basis. The plan is communicated to the community.
- B. The board develops annual goals that align with the PCCS strategic plan and adopts an action plan developed by the executive director to meet the annual goals.
- C. The board regularly monitors progress on goals, effective instruction and student achievement with data-based information (including ensuring that terms of charter are met).
- D. The board annually evaluates the job performance of the executive director, including monitoring progress made on annual executive director objectives.
- E. The board conducts a self-evaluation to monitor its own performance and participates in professional development, including board training and seminars in compliance with ISBE regulations.
- F. Board member election process ensures a broad and appropriate range of expertise and experience.

STANDARD TWO: Board Governance /Operations

- A. The board has a procedure in place for reviewing established policies on a regular basis and developing new ones.
- B. The board closely adheres to its own procedures, protocols and policies for effective board operations.
- C. The board clearly understands its governance role and responsibilities, adheres to open meetings laws, and delegates PCCS operation responsibilities to the executive director.
- D. Board members publicly support the decision of the majority and speak with a unified voice.
- E. Board committees have a clear scope of responsibility and charges.
- F. The board participates in an annual retreat to build team relationships, review roles, responsibilities, and board operations and orient new board members.

STANDARD THREE: Board Relationships

- A. The board develops a collaborative relationship with the executive director. The Board has a clear understanding with the administration and staff regarding where board responsibilities begin and end.
- B. The board establishes effective communication with parents, students, staff and community members while respecting the chain of command and lines of responsibility.
- C. The board works with the executive director to gain input from the community using forums, survey instruments and other vehicles following agreed-upon procedures.
- D. The board actively generates support for PCCS through its vision and promoting educational opportunities for all students.
- E. The board is an advocate for PCCS's interests with legislators and other elected public officials.
 - a. Advocating to change how school funding works. Nell expressed this as a specific targeted goal.
 - b. Stacey indicated this was being addressed by the Outreach committee prior to Covid-19 delays.
- F. The board has adopted/approved a comprehensive set of personnel policies that are in line with all applicable state/federal laws & relations. Policies are updated at least every third year.

STANDARD FOUR: Budget and Finance

- A. The board adopts an annual budget that maximizes PCCS's resources in support of its mission/vision and monitors the budget throughout the year.
- B. The board keeps the community informed about the financial needs of the PCCS, seeks cost savings and operational efficiencies and invites community input.
- C. Board has adopted a long-term (i.e. 5-year, 10-year) financial plan in coordination with the school's overall long-term plans.
- D. The board contracts with an independent auditor each year, reviews the audit report, and takes any needed follow up action.
 - a. Stacey highlighted that the finance committee was working on long term financing plan prior to Covid-19 delays.



STANDARD FIVE: Ethical Leadership

- A. Board members actively promote the belief in the success of all students in PCCS.
- B. Board members act professionally as conscientious role models.
- C. Board members exercise their authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board.
- D. Board members avoid conflicts of interest and appropriately disclose if one arises
- E. The board has adopted and annually reaffirms its code of ethics.
- F. Individual board members prepare for meetings and participate constructively
 - a. JoAnne suggested development of a recruiting plan for the Board.
 - b. Dan highlighted opportunity for board to help other school organizations?
 - c. Suggested goal of having Governance Committee bringing strategic goals to tie in with building of board goals. (August 18th is next Governance meeting)

Closed Session:

****Did not go into closed session. Staffing changes were discussed in open session.***

- Offer being made to Thomas West as an instructional assistant.

Consent Agenda:

- 4. Executive Director Report
 - *Nothing additional to add.*
- 5. June 2020 Interim Financials
 - Geoff noted the auditors will begin their audit at some point this week
 - Audit is due to ISBE on Nov 1st.
- 6. Motion to Approve Open Session Minutes of Previous Board Meetings
 - *Motion made by Dan Fedor. Second by Abe Janis. Approved on roll call vote; carried all 'Yes'.*
- 7. Motion to Accept Reports on Consent Agenda
 - *Motion made by JoAnne Steward. Second by Dan Fedor. Approved on roll call vote; carried all 'Yes'.*

Public Comment: *There was no additional public comment.*

Action Agenda:

- 3A. Adopt Board Goal Framework
 - *Decision made to defer vote on this action item.*
- 4A. Approve Hire of New Employees
 - Offer made to Thomas West for the role of Instructional Assistant at \$14.50/hr
 - *Motion made by Stacey White. Second by Abe Janis. Approved on roll call vote; carried all 'Yes'.*

New Business:

- None

Adjourn:

- *Motion to adjourn made by Dan Fedor. Second by JoAnne Stewart. Approved on roll call vote; carried all 'Yes'.*
- **Meeting adjourned at 7:57pm CST**

Respectfully Submitted,

James Mertz
Board Secretary