I. Call to Order
Meeting was called to order at 3:16pm by Taletha Washburn.
Present: Taletha Washburn, Sue Weber, Stacy Kingdon, Lisa Cavin (PUSD), Judy Gimple, Toni Hymas, Katie Harris
Absent: Steve Hill, Marlyn Marincas, Paul Vaughn

II. Approval of Agenda
Motion to approve made by Toni Hymas, 2nd by Judy Gimple
Motion unanimously approved.

III. Approval of the September 19, 2016 Board Meeting Minutes
Motion made by Katie Harris to amend and then approve minutes to include clarification of request made from previous meeting regarding MOU Collaboration, second by Judy Gimple. Motion to approve amended minutes unanimously approved.

IV. Public Comment
No comments made.

V. Topics for Discussion
A. Renew Oath of Office—Paul Vaughn and Toni Hymas
Oath was administered to Toni Hymas. Paul Vaughn was absent.

B. Potential New Board Member—Aaron Lohn
Introductions were made.

C. Enrollment/Attendance/ADA
It was stated that ADA has decreased slightly from this time last year in part due to Greenville and Chester enrollment.

D. Directors Report-Taletha Washburn, Patrick Joseph, Sue Weber
1. PUSD MOU update
   i. Collaborative
   A discussion took place regarding ongoing concerns over the significant increase in lease costs and the funding formulas used to calculate the increase. Concerns were expressed including the refusal of PUSD Board of Directors to negotiate costs.

2. Facilities Update
   A discussion took place regarding potential moves for the IVA and Quincy programs. PCS is awaiting further developments and requirements to purchase the Taylorsville Elementary property, the Public Notice requirement ends on 11/7/16. In preparation of a potential purchase of the property at 424 N. Mill Creek Road, PCS will be applying to the county for rezoning.

3. Petition Revision timeline (10/12, 11/9, TBD in December)
   Taletha Washburn submitted the Petition Revisions to the PUSD Board on 10/12/16. A presentation will be made to the PUSD board during the November meeting.
4. WASC Visitation Schedule 11/2-(8:35am-9:15am Board Member slot)
   It was stated that PCS would like to have a small number of Board members on hand during the upcoming WASC visit.

E. PALS Bylaws-General updates and staff members on Board
   It was stated that updates to the bylaws will be considered and discussed in the coming months.

F. Change in primary checking account-B of A closing
   - Taletha Washburn, Executive Director and Steve Hill, Board President, to be the designated signers on the account, as is the current case with the B of A account
   It was stated that PCS will need to change its primary checking account to Plumas Bank in anticipation of Bank of America closing the Quincy branch. Taletha Washburn, PCS Executive Director and Steve Hill, Board President will continue as authorized signers on the checking account at Plumas Bank.

G. Job Descriptions: Administrative Assistant-IVA, Office Manager
   A brief discussion took place describing the job description changes.

H. Financial Update-Edtec
   1. YTD Financials-September Purchases, Encumbrances and Expenditures
   2. Current Budget update
   3. 2015-2016 Unaudited Actuals
   A discussion was held regarding the financial information reported to date.

VI. Action Items
A. Approval of PUSD MOU
   Motion to approve, with the exception of Athletics, made by Sue Weber, 2\textsuperscript{nd} by Taletha Washburn.
   Lisa Cavin (PUSD) abstained from the vote.
   Motion approved.

B. Approval of change to primary checking account-Close B of A and open Plumas Bank, listing Taletha Washburn, PCS Director, and Steve Hill, PCS Board President as signers on the account.
   Motion to approve made by Sue Weber, 2\textsuperscript{nd} by Katie Harris.
   Motion unanimously approved.

C. Approval of Job Descriptions
   Motion to approve made by Stacy Kingdon, 2\textsuperscript{nd} by Judy Gimple.
   Motion unanimously approved.

D. Approval of September 2016 Purchases, Encumbrances and Expenditures
   Motion to approve made by Judy Gimple, 2\textsuperscript{nd} by Stacy Kingdon
   Motion unanimously approved.

E. Approval of 2015-2016 Unaudited Actuals
   Motion to approve made by Katie Harris, 2\textsuperscript{nd} by Judy Gimple.
   Motion unanimously approved.

VII. Future Agenda Items
1. Facilities
2. PALS bylaws
3. Annual monitoring of Board Performance (as a group and individually)
4. Oath of Office – Aaron Lohn
5. Report on Athletics piece for Collaborative MOU  
6. Charter Revision Petition update  

VIII. Adjournment  
Motion at adjourn made by Sue Weber, 2\textsuperscript{nd} by Katie Harris  
Motion unanimously approved.  
Meeting adjourned at 5:05pm  

_________________________________________          _____________________  
Taletha Washburn, Secretary                                                     Date