Mission: To provide a personalized learning environment with a culture of acceptance for a diverse community. We encourage the development of compassionate, resilient, life-long learners.

Core Values: Respect, Compassion, Accountability, Responsiveness

I. Call to Order
   Meeting was called to order at 3:16pm by Taletha Washburn
   Present: Judy Gimple, Bianca Harrison, Toni Hymas, Taletha Washburn, PUSD Laura Blesse, Sue Weber
   Absent: Steve Hill, Marlyn Marincas

II. Mission and Core Values
    Real aloud by Taletha Washburn.

III. Approval of Agenda
     Motion to approve made by Sue Weber, 2nd by Judy Gimple
     Motion unanimously approved

IV. Approval of the September 18 and September 29, 2017 Board Meeting Minutes
    Motion to approve made by Sue Weber, 2nd by Taletha Washburn
    Motion unanimously approved

V. Public Comment
   None.

VI. Topics for Discussion

   VIA. Board/School Function
   A. Paul Vaughn Resignation Letter
      Resignation was acknowledged.

   B. Board Composition/Member Vacancies
      1. Indian Valley Parent
      2. Chester Parent
      It was stated that ongoing recruitment efforts continue in order to secure new board members, especially in light of upcoming changes to the board structure.

   C. Annual Monitoring of Board Performance-Survey Data and Feedback
      Discussion took place regarding various questions and area of input that came out of the completed surveys: bylaws, liability insurance, policies to be reviewed by board members, strategic planning around LCAP goals and objectives, board training from PCS attorney.

   D. Succession/Transition Planning
      1. Process
         It was stated that a draft plan for replacing the Executive Director has been developed.

         2. Updated Executive Director Job Description
            The job description has been updated to included new responsibilities.
E. Charter Petition Submission Updates
   1. 10/11/2017 Submission, 11/8/2017 Public Forum (GHS)
      Patrick Joseph presented the charter renewal petition on 10/11. There is a 60-day timeline for the renewal decision. Public Forum opportunity will take place at the PUSD Board Meeting on 11/8/17 in the GHS cafeteria.

   2. Performance Report
      Patrick Joseph discussed the highlights he reported on during the presentation of the charter renewal. PCS board members were encouraged to familiarize themselves with the content of the report.

VIB. **Program**
   A. Enrollment Update and Budget
      Current enrollment is 312 students, up two students in the Chester location. There is the potential for adding four more students to the Quincy site in the coming weeks.

   B. Directors Report
      1. SPED/EDCOE SELPA Update-Taletha Washburn
         a. October Meeting Summaries
            Taletha Washburn reported on attendance at SELPA meetings the previous week. There are many resources available through the El Dorado SELPA that PCS will be actively looking to maximize in order to further strengthen student services.

      2. Site Updates-Patrick Joseph, Sue Weber, Taletha Washburn
         Brief updates were given regarding the current environment at each site.

C. Title I Parent Involvement Policy-Taletha Washburn
   A discussion took place regarding the federal program that awards monies to school based on the number of eligible Free & Reduced Price Meal recipients. PCS generally receives between $50-80K for the year. The updated policy regarding the funds, parent involvement, and allocation was discussed.

D. Overnight Field Trip/Overtime Policy
   Maggie Hennessy, PCS Human Resources/Office Manager, spoke to the need for a policy and wage structure for staff that attend field trips that result in overtime hours. The new policy had been developed with assistance from legal counsel and would be implemented upon board approval.

VIC. **Facilities**
   E. Facilities Update
      1. Options update
         It was stated that PCS is actively working with the landlords at the Quincy Drug and old DMV buildings. One more location was being considered and further discussions are taking place.

      2. Zoning waiver request to PUSD
         It was stated that PUSD denied the request for a zoning waiver at any location.

      3. County Level Special Use Permit applications: October submission for, December Public Forum
         Applications for two locations mentioned above have been submitted.

VID. **Financials**
   F. Financial Update-Edtec
      1. YTD Financials-August/September Purchases, Encumbrances and Expenditures
      2. Current Budget update
A discussion took place regarding the financial data available to date.

VII. Action Items
A. Approval of Succession/Transition Plan
   Motion to approve made by Judy Gimple, 2nd by Bianca Harrison
   Motion unanimously approve

B. Approval of Updated Executive Director Job Description
   Motion to approve made by Sue Weber, 2nd by Judy Gimple
   Motion unanimously approve

C. Approval of Title I Policy Updates
   Motion to approve made by Sue Weber, 2nd by Bianca Harrison
   Motion unanimously approve

D. Approval of Overnight Field Trip/Overtime Policy
   Motion to approve made Bianca Harrison, 2nd by Sue Weber
   Motion unanimously approve

E. Approval of August/September 2017 Purchases, Encumbrances and Expenditures; Budget Update
   Motion to approve made by Sue Weber, 2nd by Toni Hymas
   Motion unanimously approve

VIII. Future Agenda Items
1. Facilities
2. Charter Renewal
3. Single Plan for Student Achievement (SPSA)
4. Policy Updates
5. Review of Articles of Incorporation
6. Staff highlights
7. Staffing Plan
8. Board Norm review
9. LCAP Goals
10. Annual monitoring of Board Performance-Continual Improvement

IX. Adjournment
Motion to adjourn made by Sue Weber, 2nd by Bianca Harrison
Motion unanimously approve
Meeting adjourned at 4:53pm

Taletha Washburn, Secretary Date