I. **Call to Order**  
Meeting called to order at 3:18pm by Steve Hill.

II. **Mission and Core Values**  
Read out loud.

III. **Approval of Agenda**  
Motion to approve the Agenda with correct date made by Judy Gimple, 2nd by Aaron Lohn.  
Motion unanimously approved.

IV. **Approval of the December 17, 2018 Board Meeting Minutes**  
Motion to approve minutes made by Judy Gimple, 2nd by Bianca Harrison.  
Motion unanimously approved.

V. **Public Comment**  
A potential new board member from Chester, Susan Martinez, was introduced.

VI. **Topics for Discussion**

VIA. **Program**  
A. **Directors Report**  
1. **Enrollment Update**  
   Ryan Schramel spoke about the steady ADA and enrollment happening this school year.

2. **WASC Task 1-Chapter 1 (Performance Report) and SLOs**  
   It was stated that tasks are being given to specific teachers and Site Directors in an effort to decrease the sole responsibility from the Executive Director. Timelines and documents were discussed.

3. **Bank Account Fraud**  
   Taletha Washburn spoke about the PCS checking account being hit with fraudulent charges in the form of counterfeit checks and two ACH charges. Fraud was discovered by EdTec during the monthly reconciliation on 1/15/19. Taletha Washburn and Maggie Hennessy met with Robin Wight at Plumas Bank the next morning to aid the clearing of checks, including payroll and A/P, from the existing account while opening the new account. Plumas Bank credited all fraudulent charges back to PCS. It is unknown how the fraud was perpetrated. Aaron Lohn spoke about the need to look into the need for additional banking insurance, beyond the standard FDIC amount.

   B. **Board Retreat Feedback and Action Items Continued**  
      1. **CTE Internship Development Follow up**
Discussion involving the need for board members to pursue local businesses that might be willing to provide internships for PCS students. Each board member would be responsible for a particular CTE pathway: Public Safety, Agriculture, Technology, and Hospitality.

C. CSDC Conference Feedback (see handout)
Taletha provided information regarding the workshops and lectures she attended – leadership, LCAP writing, fiscal accountability, student growth, school culture, and school branding.

D. SARC
It was stated the online SARC report is available to the public and posted on the school website. Ryan Schramel discussed the information reported.

E. eRate Update
1. Internet Service-Frontier and PST
2. Category 2 Services
Information about the program and upcoming funding cycle and renewal was discussed.

VIB. Facilities
A. General Update-Contractor meeting on 1/11/2019
Taletha Washburn and Maggie Hennessy visited a project completed by Modern Building and Nick Trover in Chico earlier in the month. Photographs were shown of interior features of interest. The government shut down has just ended and contact with the USDA loan representative will resume as PCS moves towards loan closure.

VIC. Board/School Function
A. Student Discipline/Suspension/Dismissal/Expulsion Policy
   a. Changing timing around attendance aligned dismissal process
      A discussion took place regarding the need for a shorter timeline for tracking and bringing students along the dismissal process for work not complete.

VID. Financials
A. Resolution to approve opening of Facilities Bank Account
   The reasoning for having a separate account for the Kelsey Lane project was discussed.

B. 2017-2018 Audit
   Taletha Washburn spoke about the closing letter received for the finding and the attendance was backed out.

C. Low Performing Student Block Grant Plan
   The grant for $37,000 one-time funding was discussed.

D. SB740 Funding Determination Update
   Discussion took place regarding independent study programs requirement to complete a process showing that funding is spent within the SB740 guidelines.

E. Financial Update-Edtec (10 minutes)
   1. YTD Financials-November, December, Encumbrances and Expenditures
   2. 2018-2019 Budget update
   3. First Interim Budget Report
      EdTec representatives presented financial and budget information available to date.

VII. Action Items
A. Approval of SARC
   Motion to approve made by Judy Gimple, 2nd by Bianca Harrison
   Motion unanimously approved.
B. Approval of Student Discipline/Suspension/Dismissal/Expulsion Policy
   a. Change of language around timeline associated with attendance aligned dismissal
      Motion to approve made by Judy Gimple, 2nd by Debbie Cook.
      Motion unanimously approved.

C. Approval of Resolution to approve facilities bank account
   Motion to approve made by Bianca Harrison, 2nd by Judy Gimple
   Motion unanimously approved.

D. Approval of 2017-2018 Audit
   Motion to approve made by Bianca Harrison, 2nd by Debbie Cook
   Motion unanimously approved.

E. Approval of Low Performing Student Block Grant Plan
   Motion to approve made by Judy Gimple, 2nd by Debbie Cook
   Motion unanimously approved.

F. Approval of November and December Purchases, Encumbrances and Expenditures
   Motion to approve made by Bianca Harrison, 2nd by Debbie Cook
   Motion unanimously approved.

G. Approval of First Interim Budget Report
   Motion to approve made by Judy Gimple, 2nd by Bianca Harrison
   Motion unanimously approved

VIII. Future Agenda Items
1. February Meeting on 2/25 in Taylorsville
2. WASC Task 1; Student Learning Outcomes
3. Facilities
4. Policy Updates to include
      (Automated External Defibrillator) available at school.
   b. New to Draft-By 1/1/2019: Requirement to provide twice annually information as to how
      students can access mental health services at school and community.
   c. By 2019-2020 School Year, expand upon comprehensive sexual education and HIV prevention
      curriculum for students in grades 7-12.
5. Injury and Illness Prevention Program (IIPP)
6. High School Counseling Position
7. Teacher Workshop-Grade Level Goals

IX. Adjournment
   Motion to adjourn made by Judy Gimple, 2nd by Debbie Cook
   Motion unanimously approved
   Meeting adjourned at 4:53pm