

Sky Mountain Charter School Parent Council Meeting Minutes

By Webex Teleconference
8560 Aliento Road, Lucerne Valley, CA. 92356

Tuesday, August 5, 2014 at 1:30pm

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS/WELCOME/ROLL CALL

Attendees: Adriana Young, Greta Parker, Rocio Murillo, Susan Dennis, Jennifer Radford, Shannon Razo, Dawn Gendron, Allie Encarnacion, Alida Chacon, Jennifer Felton, Tari O'Neill, Jacqueline Carrier, Jeanette Miura, Sarah Bjorklund, Mildred Farnsworth, Dina Adham, Christine Cole, Dianeen Owings, Kara Willis, Sarah Coyan, Eric Schoffstall

4. HEARING OF THE PUBLIC

Members of the public may be heard on any item. A person addressing the Council will be limited to 3 minutes, unless the Site Administrator grants a longer period of time. Comments by members of the public on an item on the agenda will only be allowed during consideration of the item by the Council.

5. DISCUSSION ITEMS

A. Parent Council Officers; Kara Willis

Parent Council Officers are President, Treasurer, and Secretary

President: The role of Parent Council President includes:

- Facilitating the meetings
- Helping with flow of communication between council members, subcommittees, and school administration
- Direct point of contact for Parent Council members and school administration

Treasurer: The role of Parent Council Treasurer includes:

- Authorized signer and account manager of the SMCS Fundraising Account

- Works with the fundraising subcommittee for transactions and oversight of the fundraising account

Secretary: The role of Parent Council Secretary includes:

- Meeting Minutes
- Parent Council correspondences
- Maintaining the contact roster
- Reminder phone calls and emails to help ensure a quorum for each meeting
- Sending emails with pertinent information to parent council members

The SMCS Bylaws state that The Parent Council Secretary may but shall not be required to be a member of the Parent Council. Sarah Coyan has been elected and filling the role of Parent Council Secretary for the past six years. Sarah has expressed her intention to continue fulfilling this role if the council members would like for her to do so.

B. Subcommittees; Sarah Coyan

Parent Council subcommittees are developed and designed by the members who service on them. These committees can involve as much or as little time as each member is able to dedicate. The six subcommittees are:

- **Fundraising-** research, suggest, implement fundraiser ideas for the school. Work with the Parent Council Treasurer for fundraising money deposits.
- **Graduation-** Assist with decorating, volunteering, taking pictures, etc. at the graduation ceremony. Our guidance team typically will reach out to members of this committee for support with graduation planning
- **Group Educational Activities-** research and suggest potential GEA opportunities and report those ideas to our GEA coordinator.
- **Yearbook-** Development of a school yearbook
- **Spring Testing Volunteer-** The Assessment team may reach out to this committee for assistance at the testing sites during spring state testing.
- **WASC Focus Groups-** The WASC Coordinator will reach out to members of this committee when WASC needs arise. Members of this subcommittee are asked to participate in all WASC Focus Group meetings.

Parent Council members should consider his or her specific talents and interests when selecting a subcommittee. Each subcommittee should have a leader who corresponds with the school, keeps communication flowing within the committee, communicates with the Parent Council President, and follows up with committee ideas and projects. We encourage subcommittee members to work together and be proactive in efforts to develop the committees.

Sarah Coyan will be sending a Subcommittee Selection form for parent council members to submit selecting their subcommittee of choice.

6. ACTION ITEMS

A. Motion to approve new parent council members to fill vacancies

In reference to the Filling Vacancies by Parent Council Members section of the Bylaws Section 2.13 states that: vacancies on the Parent Council may be filled by vote of the Parent Council. Any vacancy on the Parent Council filled as set forth herein shall be for the remainder of the term of the vacancy, and thereafter, that member's seat shall be open for election as otherwise provided herein.

Section 2.05 states that: A Parent Council member who has been appointed to fill a vacancy on the Parent Council for a term less than one year shall be eligible for reelection to the Parent Council for a full term at the termination of the appointed term, but will be otherwise subject to all eligibility requirements.

Both vacancies we are voting on today will be filling seats that were entering a second term. The alternate members filling those places will serve a term beginning effective immediately and ending on July 1, 2015.

The alternate members selected to fill the vacancies are unelected members from this years election in order of the number of votes received.

Kara Willis asked for a motion to Motion to approve Susan Dennis to fill the vacancy of Jill Sousa's resignation. Jacqueline Carrier motioned to approve Susan Dennis to fill the vacancy of Jill Sousa. Tari O'Neil seconded the motion. **Motion Approved by unanimous vote.**

Kara Willis asked for a motion to Motion to approve Alida Chacon to fill the vacancy of Jennifer Taylor's resignation. Christine Cole motioned to approve Susan Dennis to fill the vacancy of Jill Sousa. Tari O'Neil seconded the motion. **Motion Approved by unanimous vote.**

B. Motion to approve 2014/15 Part 1 of the Consolidated Application for Funding Categorical Aid Programs:

Sky Mountain Charter School is applying for Title II funds. Application requires approval. See below for description of Title II funding.

Title II, Part A, Teacher and Principal Training and Recruiting is a federal categorical program contained in the Consolidated Application. The purpose of Title II is to increase the academic achievement of all students by helping schools

and district (1) improve teacher and principal quality through professional development and other activities and (2) ensure all teachers are highly qualified.

Christine Cole asked if this is something that needs to be renewed each year; Eric answered that yes, this is something we need to apply for each year.

Kara asked for a motion to approve the 2014/15 Part 1 of the Consolidated Application for Funding Categorical Aid Programs. Jacqueline Carrier motioned to approve the 2014/15 Part 1 of the Consolidated Application for Funding Categorical Aid Programs. Greta Parker seconded the motion. **Motion Approved by unanimous vote.**

C. Motion to approve June 3, 2014 Meeting Minutes

Kara Willis asked for a motion to approve the June 3, 2014 Meeting Minutes. Tari O'Neil motioned to approve the June 3, 2014 Meeting Minutes. Greta Parker seconded the motion. **Motion Approved by unanimous vote.**

D. Parent Council Officer Elections

Kara asked for volunteers or nominations for parent council president. Jennifer Felton volunteered. Jacqueline Carrier motioned to elect Jennifer Felton as parent council president. Adriana Young seconded the motion. **Motion Approved by unanimous vote.**

Kara asked for volunteers or nominations for parent council treasurer. Dina Adham volunteered. Greta Parker motioned to elect Dina Adham as parent council treasurer. Mildred Farnsworth seconded the motion. **Motion Approved by unanimous vote.**

Kara asked for volunteers or nominations for parent council secretary. Dina Adham nominated and motioned for Sarah Coyan to serve as parent council secretary. Jacqueline Carrier seconded the motion/nomination. **Motion Approved by unanimous vote.**

7. ADJOURN

Approved by Parent Council on October 9, 2014