1.0 Call to Order
   Minutes:
   The meeting was called to order at 5:01 P.M.

1.1 Flag Salute
   Minutes:
   Christina Voigt led the Pledge of Allegiance.

1.2 Roll Call
   Christina Voigt, Chair/8th Grade Parent Representative Present
   Kristina Clarkson, Co-Chair/7th Grade Parent Representative Present
   Christine Cooper, 6th Grade Parent Representative Present
   Mike Witten, Staff Representative/Treasurer Absent
   Shelby Boston, Community Representative Present
   Beverly Landers, Executive Director Present
   Jennifer Duran, Secretary to the Board Absent

2.0 Changes/Deletions to Current Meeting Agenda
   Minutes: None

3.0 Public Comments on Items not on the Current Meeting Agenda
   Minutes: None

4.0 Reports and Presentations
   4.1 Student Council Report - Chase Voigt
      Minutes:
      Chase Voigt was absent. Ashley Gandolfi reported on the following:
      ● Student Council balance is approximately $4,000.00
      ● Snack Shed is going well
      ● Valentine Dance is scheduled for February 10, 2023, and will include outside student guests
      ● Two upcoming Spirit Days; PCMS Pride Day and Decades Day
      ● Candy Grams sold on Valentine’s Day
      ● Discussion for an end-of-the-year school gift from Student Council

   4.2 PLC Report - Erica Freimuth or Jenn Brooks
      Minutes:
      Mrs. Freimuth and Mrs. Brooks were absent. Mrs. Landers reported on the following:
      ● Committee approved Parent Advisory Committee (PAC) as the new name title
      ● Increase in student elective choices
      ● Digital Family Night
      ● The family survey produced a 52% response rate

   4.3 Teacher Report - Yvette Kolstad
      Minutes:
      ● No official teacher report was given. Kristina Clarkson asked about classroom student behaviors.

   4.4 Enrollment Update - Jennifer Duran
      Minutes:
      Jennifer Duran was absent. Jennifer Robbins reported:
      6th grade - 52, 7th grade - 39, 8th grade - 52, total enrollment: 148
Lottery applications: 6th grade - 21, 7th grade - 4, 8th grade - 2

4.5 Principal’s Report - Beverly Landers

Minutes:
- Board member Mike Witten steadily recovering.
- A local support teacher has been assigned to Mr. Dustin Miller in order to complete his teaching credentials.
- The 2nd bond installment is available in the amount of $105,000.00 to be used for any PCMS movable assets. Discussion at staff meetings will determine the best use of the bond money.

5.0 Discussion Items

5.1 Remaining Policies to be drafted

A: [Red-lined revised employee handbook]

A 1: Other Employee Policies that may or may not be addressed in the revised handbook that the board would like to see created:
- Policy 2 Hiring Policies and Procedures
- Policy 3 General Workplace Policies
- Policy 4 Hours of Work, Overtime, and Attendance
- Policy 5 Standards of Conduct
- Policy 6 Employee Benefits
- Policy 7 Employee Evaluation and Separation
- Policy 8 Emergency Leave and Sick Leave
- Policy 9 Supplemental COVID-19 Sick Leave
- Policy 10 Teleworking Agreement
- Policy 11 Staff-Student Boundaries Policy (not from CSDC and somewhat redundant with harassment/complaint policy)

Minutes:
More discussion to follow.

5.2 Climate Survey Results; [Students; Parents; Staff]

Minutes:
Mrs. Landers said the survey was promoted through multiple emails, and Remind texts. 52% of Parent survey results, 100% of Staff survey results, and 95% of Student survey results received.

5.3 ELOP- Report

Minutes:
Mrs. Landers said the ELOP report does not require board approval, but the state does require a plan in place for spending ELOP monies.

5.4 Chronic Absenteeism (informational only)

Minutes:
Mrs. Landers said this information is available on the PCMS Dashboard. She said absenteeism is a high priority for PCMS.

5.5 Lease agreement with Paradise Alliance Church

Minutes:
Mrs. Landers said Young, Minney, & Corr law firm looked over the 3-year contract between Paradise Alliance Church and Paradise Charter Middle School. Once the PAC board approves the contract, the contract will require board approval.

6.0 Consent Agenda

6.1 Approval of [Minutes from the December 13, 2022 meeting]

Minutes:
Motion made by Shelby Boston and seconded by Christine Cooper to approve the December 13, 2022, regular meeting minutes. Vote 3-0. motion passed.
Shelby Boston - Yea
Christine Cooper - Yea
Christina Voigt - Yea
Kristina Clarkson - Abstained
Mike Witten - Absent
6.2 Approval of the Financial Reports prepared by Becca Carey November 2022
   A: Financial Overview
   B: Balance Sheet
   C: Year to Date Income Statement
   D: Year to Date Cash Flow

   Minutes:
   Motion made by Shelby Boston and seconded by Christine Cooper to approve the November 2022 financial statements and table the December 2022 financial statements to the February 28, 2023 meeting.
   Vote 4-0, one absent. Motion passed

7.0 Action Items

7.1 Approval of Student Policy #2 Attendance Policy
   Minutes:
   Motion made by Shelby Boston and seconded by Christine Cooper to approve the Student Policy #2 Attendance Policy as presented.
   Vote 4-0, one absent. Motion passed

7.2 Approval of Facilities/Operations Policy #5 Registration of Visitors/Guests
   Minutes:
   Motion made by Shelby Boston and seconded by Kristina Clarkson to approve the Facilities/Operations Policy #5 Registration of Visitors/Guests as presented.
   Vote 4-0, one absent. Motion passed

7.3 Approval of Student Policy #16a Homeless Education Policy
   Minutes:
   Motion made by Shelby Boston and seconded by Kristina Clarkson to approve the Student Policy #16a Homeless Education Policy as presented.
   Vote 4-0, one absent. Motion passed

7.4 Acceptance of the Chico Children’s Endowment Grant
   Minutes:
   Motion made by Shelby Boston and seconded by Christine Cooper to approve the Chico Children’s Endowment Grant as presented.
   Vote 4-0, one absent. Motion passed

8.0 Future Agenda Items
   Minutes:
   ● Include the December 2022 financial report at the February meeting
   ● Special Education
   ● Shelby Boston will be absent on February 28, 2023

9.0 Adjournment: Next meeting is February 28, 2023, at 5:00 pm
   Minutes:
   The meeting was adjourned at 6:21 PM.