

Pioneer Preparatory School: A Challenge Foundation Academy

Minutes of the Meeting of the Board of Directors

Monday, December 5, 2016

Meeting was held at **Pioneer Preparatory School**
6510 West Clarendon Avenue
Phoenix AZ 85033

Board Members Present: Matt Sandoval (via phone), Cathy Pirrone,
Shelley Baltodano, Jim Diaz, Travis Marderosian

Absent Board Members: None

Also Present: Jarret Sharp, Tisha Crisler, Elva Hooker

M Sandoval called the meeting to order at 5:05 PM after a quorum was established.

C Pirrone moved to adopt the agenda as presented.

J Diaz seconded the motion to adopt the agenda.

Motion carried unanimously.

C Pirrone approved the board minutes from November 1, 2016

J Diaz seconded the motion.

Motion carried unanimously.

Mission Statement read by Jarret Sharp.

PUBLIC COMMENTS

None

Discussion and Possible Action to Accept New Board Member Elva Hooker

Interview E Hooker for possible board membership. Elva serves at St Vincent DePaul in community outreach programs and diabetes education.

J Diaz moved to approve E Hooker for board membership.

C Pirrone seconded the motion.

Motion carried unanimously.

Directors Report

See Operations Report.

Observation and Feedback: teacher evaluations began

Preliminary NWEA map data results are identifying 2 areas of struggle. Strategies are in place to meet the needs of students testing below grade level.

6th grade ELS teacher, Brittany Parker, on board for PPS!

Compass Learning: Mistake learned that student rosters were not updated. Now the problem is corrected, teachers have been trained, and back on track for using the program.

Western Warriors Day: meet and greet Western students, learn about Western school culture.

3 staff members will attend OELAS training this month.

All Title grants are submitted and pending approval.

Finance Report

See attached report for October and November 2016.

C Pirrone moved to approve the vouchers and financials as presented.

T Marderosian seconded the motion.

Motion carried unanimously.

Team CFA Update

Dec 10, 2016: NWEA workshop 8:30-10:30, Compass Learning workshop 10:30-12:30.

Team CFA luncheons being scheduled. Team CFA to plan board retreats as needed. Please request training if desired.

Leadership Gold program_ Thomas Miller and Tony Best facilitated a meeting with Liz Ogden and Erika Vidaurrazaga.

Matt Sandoval has taken a position with CFA as Regional Director of the Southwest Region and is resigning as PPS Chair of the Board of Directors effective January 1, 2017.

Discussion of Fester & Chapman Annual Audit

No issues with financial report in audit. Recommendations made related Journal entries for financial records and handling of cash received for fundraising or school events/activities.

Legal Compliance had 2 issues related to attendance records. PPS is now using Synergy Database. School Master Database, previous system, was not accessible and caused the compliance issue.

The opinion of the auditor was that PPS is in good standing financially and no critical issues were noted.

Discussion and Possible Approval of Amended Classified Staff Evaluation Protocols

Discussion revolved around twice yearly evaluation instead of once annually.

Discussion and Possible Approval of Special Education Paraprofessional Job Description

Discussion revolved around making a distinction between intervention Paraprofessionals and regular paraprofessionals.

Discussion and Possible Approval of Stipend Job Description (Title I, ELL, Athletic)
Create a framework for stipends related to additional work done for additional roles worked beyond job description

Discussion and Possible Approval of School Registrar/Records Clerk Job Description

Changes made based on requirements from ADE

J Diaz moved to approve changes to all job descriptions as discussed.

T Marderosian seconded the motion

Motion carried unanimously.

Discussion and Possible Action of Intellectual Property and Data/File Storage

Currently USB drives are being used to transfer data and information. There is a very real possibility for breach of data based on this practice. Policy changes will reflect using a secure server accessible to all staff and hardcopies will be available. Everyone employed by PPS has signed a non-disclosure agreement.

T Marderosian moved to approve changes to intellectual property and data/file storage protocol discussed.

J Diaz seconded the motion

Motion carried unanimously.

Discussion/Information about New Strategy Sessions

Board strategy session in February and coordination with new Board Chair

Discussion/Information about A for Arizona Visit

A for Arizona discussed the trend for schools to move from NWEA but the monitoring piece is not as effective. That being said, J Sharp would like to continue to use Galileo for the monitoring component (teach an reteach options) and the ability to help teachers monitor progress more effectively. Coaches will use Galileo test to assist teachers with monitoring and instruction as a measure of comparison of where students should be performing based on other students of that age/grade. Galileo standard is comparable to AZ Merit. The test will be used for monitoring and course correction in a timely manner for remediation/correction of standards required for age/grade level.

Every Student Succeeds Act

Best practices for success of schools

School Choice movement

PPS invited to attend a meeting for successful schools to share ideas.

Discussion/Information about Core Knowledge Site Visit

Many areas of excellence were indicated. A very good report as compared to others received.

Professional development and rigor were areas that needed improvement. Teachers agreed that deepening knowledge, conceptual based knowledge, was what they feel they needed assistance in providing for students.

Professional development will concentrate on Compass Learning and Core Knowledge for teachers that are relatively new to PPS.

Summary of Current Events, Future Meeting Dates, and Future Agenda Items
Jan 23

NO EXECUTIVE SESSION

S Baltodano moved to adjourn the meeting.

C Pirrone seconded the motion.

Motion carried unanimously.

Meeting adjourned at 7:12 PM