

EST. 1999  
**PRAIRIE CROSSING**  
**CHARTER SCHOOL**



WHERE EDUCATION COMES NATURALLY

**PCCS Board of Director's Meeting**  
**Minutes**

**Tuesday, March 23, 2010 7:03 PM**  
**Anna B. Comstock Building – Conference Area**  
**1531 Jones Point Road**  
**Grayslake, IL 60030**  
**Approved 4/27/10**

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**Call to Order 7:03PM**

President Geoff Deigan

The minutes of a meeting of the PCCS Board of Directors held on Tuesday, March 23rd, 2010 in the Conference Area of the Anna B. Comstock Building, Prairie Crossing Charter School, 1531 Jones Point Road, Grayslake, Illinois.

A copy of the board documents for this meeting is available for viewing either on the school website ([www.pccs.ws](http://www.pccs.ws)) or in the school office.

**Board Members Present**

Geoff Deigan: President  
Dr. Barbara Provost: Vice President  
Steve Achtemeier: Treasurer  
Mark Dybas: Secretary  
Dr. Eric Hebert  
Tom Keenan  
Dean Thorson  
John Wylie

**Board Members Not Present**

Elizabeth Stearns (excused)

**Parents and Guests Present**

Terry D'Angelo: Parent/Board Recorder  
Laura Elizabeth Fay: Parent  
John Rizzo: Parent/LLC Board Representative  
Jennifer Ropke: Parent/PSO President  
Bob Susnjara: Daily Herald

**Staff Present**

Myron Dagley: Director  
Brian Greene: Principal  
Stacy Gavin: Business Manager  
Kelly Lazar: Staff Liaison

**Those members answering roll call to constitute a quorum were:**

Roll Call: Ayes, Geoff Deigan, President, Dr. Barbara Provost, Vice President, Steve Achtemeier, Treasurer, Mark Dybas, Secretary, Tom Keenan, Dr. Eric Hebert, Dean Thorson and John Wylie.

**Pledge of Allegiance recited by Dean Thorson**

**Motion to Approve the Agenda by: Mark Dybas and seconded by Eric Hebert**  
Motion carried 7:06 P.M.

Correspondence: Myron reminded the Board of Directors to submit their conflict of interest to Kathy Beyer as soon as possible.

### **Discussion Agenda**

1. **Review Legal Bills**
  - January 31, 2010 - Hodges, Loizzi, Eisenhammer, Rodick & Kohn (\$53.00) No comment
2. **Second Reading: Proposed Amended Policy 900.1 – Fundraising:**

Tabled until April's Board Meeting and after Communications, Public Relations and Fundraising have the opportunity to view the policy
3. **Second Reading: Proposed Amended Policy 900.3 – Maintenance/Accountability of Donor Records.**

Tabled until April's Board Meeting
4. **Second Reading: Policy 600.8.10- Internet Usage –**

This Policy was reviewed at the Committee level and the concerns previously expressed by Board Members have been addressed. The Board asked questions about the policy that was addressed.
5. **Approve Proposed FY-11 School Calendar:**

The proposed calendar was altered to correct the November 18<sup>th</sup> and 19<sup>th</sup> early release dates. The proposed faculty start date has staff reporting August 9<sup>th</sup>, 2010 with the first day of student attendance on August 16<sup>th</sup>, 2010.
6. **First Reading: Amended Policy 600.1 – Class Size:**

Few classes exceed the current number stated in Policy 600.1. It is recommended to amend the language in class size to maintain balance. Geoff Deigan commented on the maximum enrollment number for the school, which the administration continues to explore with ISBE.
7. **Review & Rescind Policy 400.5 – Staff Acceptable Network Usage Policy:**

Policy 400.5 is no longer needed with the adoption of Policy 600.8.10
8. **Review & Rescind Policy 900.2 – Donations:**

This Item was tabled until 900.1 and 900.3 are adopted

**Public Comment:** 7:22 PM - Parent Laura Fay commented on Policy 600.1 as well as asked the Board to re-look at agenda items and how they fit with the mission of PCCS.

Motion to go into closed session by Tom Keenan and second by Dean Thorson

Role Call: Ayes Geoff Deigan, President, Dr. Barbara Provost, Vice President, Steve Achtemeier, Treasurer; Mark Dybas, Secretary; Tom Keenan, Dr. Eric Hebert, Dean Thorson and John Wylie.

### **Closed Session 7:25 PM-9:07 PM**

Discussion related to 5ILCS 120/2(c) 1-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

9. Executive Director Search Contract Discussion
10. FY-11 Compensation Schedule
11. FY-11 Staffing Plan

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi annual review of the minutes mandated by Section 2.06

12. Review Closed Session Minutes: 2/23/2010, Special Meeting – 3/11/10 & 3/12/2010

Discussion related to 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees

#### **Consent Agenda**

- 13. March Director's Report - includes Principal's, Manager's of Benefits & Facilities, Director of Development and Business Manager's Report**

Dr. Provost commented on marketing for the PCCS Gym Rental as well as the EAPAC report.

*Written report provided*

- 14. Financial Statements, February 2010**

*Written report provided*

- 15. Treasurer's Report and Finance Committee Report**

*Written report provided at meeting*

- 16. Human Resource Committee Report**

*Written report provided*

- 17. Governance Committee Report**

*Written report provided at the meeting*

- 18. Communications/Public Relations and Fund Raising Committee Report**

*Written report provided*

CPR& F: Making progress on the web site. Myron stated that the Admin team is meeting on 3-24-10 to determine access to portals. Projected date is by May 1<sup>st</sup>, 2010.

- 19. Excellence in Academic Programs Advisory Committee Report**

*Written report provided*

- 20. President's Report**

*Written report provided*

- 21. PSO Report**

*Written report provided*

- 22. Review Human Resource Committee Meeting Minutes – 2/15/2010**

- 23. Approve Human Resource Committee Meeting Minutes – 2/15/2010**

Motion to approved by Mark Dybas and second by Tom Kennan All Ayes: Motion approved

- 24. Review Open Session Minutes –2/23/10, Exec. Comm.- 2/28/10, Special Mtg. – 3/11/10 & 3/12/10**

- 25. Motion to Approve Open Session Minutes –2/23/10, Exec. Comm.- 2/28/10, Special Mtg. – 3/11/10 & 3/12/10**

Moved by Dr. Barb Provost and second by Dr. Eric Hebert So Moved All Ayes: Motion approved

- 26. Motion to Accept Reports on Consent Agenda**

Moved by Dr. Eric Hebert and second by Dean Thorson Voice Vote: All Ayes, Carried

**Public Comment:** Parent Laura Fay asked if the Treasure's Report was available.

See Consent Agenda 15

#### **Action Agenda – New Business**

- 1A - Authorize Payment of Legal Bills- \$53.00**

Moved by John Wylie and second by Dean Thorson

Role Call: Ayes Geoff Deigan, President, Dr. Barbara Provost, Vice President, Steve Achtemeier, Treasurer, Mark Dybas, Secretary, Tom Keenan, Dr. Eric Hebert; Dean Thorson and John Wylie.

**2A – Adopt Amended Policy 900.1 – Fundraising:**

Tabled until the April board meeting

**3A – Adopt Amended Policy 900.3 – Maintenance/Accountability of Donor Records:**

Tabled until the April board meeting

**4A – Adopt Amended Policy 600.8.10- Internet Usage**

Moved by Dr. Eric Hebert and second by Dean Thorson

Voice Vote: All Ayes, Motion adopted

**5A - Approve FY-11 School Calendar**

Moved by Dr. Barbara Provost and second Steve Achtemeier

Voice Vote: All Ayes, Carried

**7A – Approve Rescinded Policy 400.5 – Staff Acceptable Network Usage Policy**

Moved by Mark Dybas and second by Dean Thorson Voice Vote: All Ayes, Carried

**8A - Approve Rescinded Policy 900.2 – Donations**

Tabled until the April board meeting

**9A – Authorize a tentative contract for the Executive Director Position**

Moved by Dean Thorson and second by John Wylie

Role Call: Ayes Geoff Deigan, President, Dr. Barbara Provost, Vice President, Steve Achtemeier, Treasurer; Mark Dybas, Secretary; Tom Keenan, Dr. Eric Hebert, Dean Thorson, and John Wylie. Carried

**12A – Approve Closed Session Minutes: 2/23/2010, Special Meeting – 3/12/2010**

Tabled until a future Board Meeting

**New Business - Future Agenda Topics**

Dr. Barb Provost applauded the work of many individuals on a well run PCCS Auction. In addition, she stated that Alumni Celebration received great turnout with many positive conversations, memories, and pictures. Myron stated that formal class pictures are displayed near the school office entrance

John Rizzo: Suggested to list (omitting student names) the universities the 1<sup>st</sup> graduation class plans to attend this fall. This would finalize the evidence of hard work the students and staff put in to achieve success at PCCS {and beyond}.

Upcoming Events

- Earth Week Celebration
- Plant Sale
- Rummage Sale
- Pancake Breakfast
- Graduation

Myron reminded the PCCS Board of Directors to submit their Conflict of Interest paperwork to Kathy Beyer.

The Board will reconvene on April 27, at 7:00 P.M. in the **Anna B. Comstock Building – Conference Area.**

Motion to adjourn by Dr. Barbara Provost and second by Steve Achtemeier to adjourn the PCCS Board of Director's Meeting at 9:22 P.M.

Ayes all; Motion Carried