

**Place Bridge Academy:
Collaborative School Committee
Meeting Minutes**
Tuesday, September 29th, 2015

CSC Attendees:

1. Erin Kobler – staff representative
2. Quána Madison – community representative
3. Brenda Kazin –PBA administration representative/Principal
4. Cheryl Montgomery – parent representative
5. Isabel Vera – parent representative
6. Vicky Collins – teacher representative
7. Jonna Hughes – teacher representative
8. Brittinger Scott – teacher representative

Meeting Agenda

- Call to Order
- Roll Call
- Additional Business: CSC Chairperson
- Budget Update
- Posting Minutes
- Calendar
- Additional Issues
- Adjournment/Reminders

Meeting Minutes

Call to Order/Roll Calls

- Brenda called the meeting to order and conducted roll call.

Nomination for CSC Chairperson

- **We discussed the general responsibilities of the CSC role. We nominated and voted that Brittinger Scott should continue as the chair person for the 2015-16 academic year.**

Budget Update

- **Brenda reviewed budget updates for the school since the last CSC meeting on September 15th.**
- Due to E-Rate funding, there was no need to reduce anywhere in the school budget. Yet the budget is still very tight.
- 8 paraprofessionals have opted to leave early on Fridays, reduced from 37.5 hours per week to 36 hours per week. This will give approximately \$4800.00 USD back to the budget.
- The district gave the school 40,000 USD to help the budget, since Place Bridge Academy had to pay back funds for not meeting the original projection numbers for students enrollment by 32 students. However the current enrollment is now 1014 students, which is above the original project number.

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Calendar: School Events

- **We discussed upcoming events happening on the school calendar.**
 - **Oct. 1st**
 - 9:15am-2:00pm -1st grade field trip to the Denver Zoo
 - **Oct. 3rd**
 - 7:30-12:30pm- Smithsonian Institute training for teachers
 - **Oct. 9th**
 - 9:00-12:30pm, Photography Field Trip the Botanic Gardens
 - **Oct. 11th**
 - 12:00pm-3:30pm, 6th-8th grade students field trip to Denver mart & Expo Building
 - **Oct. 15th**
 - 1:00pm-3:00pm, Legal services available for parents/families
 - **Oct. 22nd**
 - 4:15pm-7:15pm, Parent-teacher conferences
 - **Oct. 27th**
 - 4:15pm-7:15pm, Parent-teacher conferences
 - **Oct. 30th**
 - Parent teacher conferences in the afternoon
 - Hearing and Vision Screening
 - **Oct. 26th- 30th**
 - Book Fair
 - **Oct. 28th**
 - Career Fair for 8th grade at Western
 - **Oct. 30th**
 - Art Showcase
 - Fall Parties:
 - **There needs to be a note sent home to make sure students/families know they cannot come to school dressed in costumes**
 - **For teachers organizing “Fall Parties”, any food brought needs to be pre-packaged. Clear liquids only in classrooms with carpet and rugs.**

Charter Schools Misconduct:

- **Falsely Representing Place Bridge Academy**
- **Contacting students/families inappropriately**
 - It has been reported that several students have received calls by persons falsely representing themselves as staff from Place Bridge Academy, telling the families that PBA thinks they should go to a different school in order to have more specialized services.

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- It has been reported by at least one family that someone from a nearby charter school contacted them to solicit them to switch schools.
- Brenda contacted the School of Choice office regarding the situation of Charter Schools contacting students and families trying to de-enroll/transfer students from Place Bridge Academy.
- **The CSC discussed the need to draft and distribute a letter to families to inform them about the situation of people falsely representing Place Bridge Academy, making sure they understand the situation and encouraging them to inform the school if they are receiving these kinds of solicitations.**

Adjournment/Reminders:

Next CSC meeting is on October 27th 4:15-5:30pm

Minutes by Quána Madison

Submitted October 1st, 2015