



Minutes / 5-16-19

Location: PODER Academy

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Carlos Reyes, Amy DiSenso

B. Approval of Agenda

1. Bob motion to approve agenda (6:20pm); approved unanimous

C. Approval of Minutes

1. Carlos motion to approve minutes (6:21pm); approved unanimous

D. Public Comment

1. No public comment at this time.

E. School Update

1. Chess Nationals
 - a. Chess team travelled to nationals tourney in Nashville
 - b. Placed in 11th place nationally
 - c. We were hoping for a top 10 finish but are nevertheless content
2. Tennis program
 - a. We need make improvements in this area. Amy says the Saturday tournys are not well conducted, kids running all over
 - b. Avila: this is an area we have targeted for improvement for some time
3. WY-TOPP testing – testing is done and the results are in
 - a. Couple of tests came back lower than projected
 - b. Otherwise students tested well for the most part
 - c. We are okay with the results but not thrilled.
4. Summer tutoring – will start on May 27th and go for 2 weeks
5. Facility Updates
 - a. The funding for new gym has been approved by the state
 - b. Rande will not receive the money until the gym is built, must be built before the start of the new biennium.
 - c. Still no confirmation as to when gym will be complete
6. Orientation – 5th graders travelled to PASS to sit on some lessons for orientation

F. Preliminary Budget Approval

1. Marcos: Won't know the exact revenue and costs until after Oct 1st count day
 - a. This is a preliminary budget, will do another in October and November
2. Budget is based on a projection of 177 students
3. Bob: what kind of things might change budget-wise next fall?

- a. Marcos: Expenses related to facility (rental, landscaping, electric, etc.) might be taken over by Rande as part of the lease
 - i. Rande will take over building maintenance expenses
 - ii. Rande wont be charged with certain expenses such as painting, carpet, etc
 - b. Bob what is the incentive for Rande to build a gym?
 - i. Marcos: Rent paid to Rande from the state will increase substantially, so he will get his investment back
 - ii. PODER will not be on the hook for rent increase
 - 4. Bob: Page 1 of 4 – Why the increase in SPED services?
 - a. Marcos: next year we will need to hire our own staff
 - i. This cost will be reimbursed the following year in arrears
 - ii. School may be short on cash until that reimbursement happens.
 - b. Bob will the SPED people be part time or full?
 - i. Marcos: SPED employees will be full time
 - c. Avila: Hiring our own SPED employees will be beneficial to the school
 - i. In the past, the district did evaluations for employees without considering our input
 - ii. We will now have direct input on employee performance and will be able to assert accountability
 - 5. Amelia – How will Nutrition Services work?
 - a. Marcos: The district will continue to provide nutrition services.
 - 6. Bob: How will the parent reaction be to PODER taking on the SPED services?
 - a. Marcos: Parents should not see much of a change.
 - 7. Bob: What is school predicting for Healthcare expenses?
 - a. Marcos: we spend a lot of money on healthcare as of now, provide a top tier plan with no cost to the employee, this will continue to be a large cost
 - 8. Bob: Is the school reimbursed for healthcare?
 - a. Marcos: No, we wish! We have the best plans right now. May need to go to the next tier down if the budget becomes an issue.
 - b. School currently pays for Afflact plans, nothing comes out of pockets
 - 9. Carlos motion to approve the preliminary budget (7:03pm); approved unanimous
- G. Financials Review (March 19')**
- 1. Marcos: \$900,000 in the bank going into summer
 - a. Should come back in August with around \$600,000.
 - b. School does not receive revenue over the summer for ppr, title expenses, and/or other expected reimbursements
 - c. PODER received more revenue then was budgeted, but this will even out over the summer as we purchase curriculum, etc
 - 2. Bob: Was the “actual” column added to the financial statements?
 - a. Marcos: yes
 - 3. Bob: When is the new auditor doing the audit?
 - a. Marcos: over the summer
 - 4. Bob: Does the reserve ever go to zero?
 - a. Marcos: We always want to have a robust reserve for unanticipated expenses
 - b. At least \$300,000 – \$400,000 in reserve
 - 5. Bob motion to approve financials (7:14); approved unanimous

H. Executive Session

1. Amelia motion to enter Executive Session (7:15pm); approved unanimous
2. Bob motion to exit Executive Session (8:23pm); approved unanimous

I. CEO Salary Increase

1. Marcos proposes a 0% salary increase at this time
 - a. Admin team will also not take a raise from PODER
2. Bob motion to approve a 0% increase for CEO (8:26pm); approved unanimous

J. Next Board Meeting

1. August 27^h, 2019 (6:00pm) – Poor Richards

K. Adjourn - Amelia motion to adjourn (8:30pm); affirmed unanimous



Minutes / 3-25-19

Location: Uncle Charlie's

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Carlos Reyes, Erin Kendall, Amy DiSenso, Geri Griego

B. Approval of Agenda

1. Bob motion to approve agenda (6:23pm); approved unanimous

C. Approval of Minutes

1. Jeri motion to approve minutes (6:24pm); approved unanimous

D. Public Comment

1. Welcoming Erin Kendall
 - a. She is the PODER front office secretary
 - b. She is observing the Board meeting for a class project

E. New Board Member

1. Marcos had a chance to meet with Amy DiSenso
 - a. Currently sits on the parent advisory board
 - b. Been consistently involved with the school
 - c. Assists with in the school's library
 - d. Has been a valuable asset to the school
 - e. Marcos explained the difference between a working board vs. a governing board
 - f. Marcos formally submits a nomination on her behalf
2. Amy: Currently has 1st grade and a 7th grade student at the schools
 - a. She was excited to see a charter school in Wyoming
 - b. She is from South Texas
 - c. Her kids are in the second year with the school
 - d. She wants to be more involved with her children's education
 - e. She has an education background; Education major
3. Board discussion:
 - a. Jeri: is a bonus to have a parent from PODER and PASS
 - b. Bob: Sounds like a good choice for a board member
 - c. Carlos agrees: has shown a solid investment in the school
 - d. Marcos: she comes every Friday to help at the school
4. Bob: Did she offer to join the board, or was she approached?
 - a. Marcos: No, Marcos recruited her
 - b. She had some bad experiences with past boards, she prefers a governing board

5. Carlos motion to approve addition to the Board (6:38pm); unanimous
 - a. Bob: Overwhelming welcome to the Board

F. School Update

1. Only about a month away from the Wy-Topp; will be doing a training for staff
 - a. Highest performing class will be win trip to Dave n' Busters
2. Chess tournament – looking for another top 10 team finish at Nationals
3. Will need to start working on the application again, only granted a 3 year charter
4. Have offered employee contracts already, wanted to lock in staff early this year
 - a. Will have a good returning percentage of staff
5. Jeri – how did the legislative session impact the school?
 - a. Marcos: legislation for transportation reimbursement passed. So the Secondary school will be reimbursed fully for those costs
 - b. PASS also received funding for a new gymnasium
 - c. Legislation did not affect the elementary directly, mostly related to the Secondary school
6. Bob: Update on the computer science requirement? How will that impact PASS?
 - a. Marcos: still a little ways out, maybe in the next year or so
 - b. Won't be an issue to incorporate the requirements; does not seem to be a large imposition
 - i. School will be ordering new computers
 - ii. Recently upgraded projectors in the classrooms

G. Financials Review (February 19')

1. Marcos: Will end school year with about \$700,000 in reserve
 - a. Not anticipating any unexpected expenditures over the summer
 - b. Will see a rise in expenditures in the next few months (i.e. ordering curriculum for next year)
2. Jeri – employee expenses were slightly lower, why?
 - a. Marcos: we had a position that we have not filled
3. Jeri motion to approve February financials with the understanding that budget information will be incorporated into future financial reports (6:57pm); approved unanimous

H. Executive Session

1. Bob motion to enter Executive Session (7:34pm); approved unanimous
2. Bob motion to exit Executive Session (7:57pm); approved unanimous

I. Next Board Meeting

1. May 16th, 2019 (6:00pm) – PODER Academy

J. Adjourn - Jeri motion to adjourn (8:03pm); affirmed unanimous



Minutes / 2-4-19

Location: PODER Academy

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Carlos Reyes

B. Approval of Agenda

1. Carlos motion to approve agenda (6:38pm); approved unanimous

C. Approval of Minutes

1. Bob motion to approve minutes (6:38pm); approved unanimous

D. Public Comment

1. No public comment at this time

E. School Update

1. PODER is focused on reaching proficiency
2. Chess season coming to a close
 - a. Both teams at PODER and PASS won 2nd place at recent tourney
3. Tennis season just around the corner
4. Winter break school went well
5. Bob: Parent inquired about sports at PODER, wants to know if we offer anything other than tennis/chess
 - a. Marcos: PODER is focused on tennis and chess at the elementary level. At the secondary level, PASS will look to expand on athletic programs. PASS is teaming up with South, and will offer tennis, chess, soccer, and possibly others
6. Need 2 more board members
 - a. Marcos/ Nick will work on a parent candidate
 - b. Bob/Carlos will work on a community member

F. Financials Review (December 18')

1. Marcos: Will end the school year with a healthy reserve at about \$700,000
 - a. Trying to move more shared expenses over to PASS
2. Bob motion to approve financials (7:07pm); approved unanimous

G. Executive Session

1. Carlos motion to enter Executive Session (7:08pm); approved unanimous
2. Bob motion to exit Executive Session (7:40pm); approved unanimous

H. Next Board Meeting

1. March 25th, 2018 (6:15pm) – Cheyenne Country Club

I. Adjourn - Carlos motion to adjourn (7:47pm); affirmed unanimous



Minutes / 12-4-18
Location: Sanford's

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Carlos Reyes

B. Approval of Agenda

1. Bob motion to approve agenda (6:37pm); approved unanimous

C. Approval of Minutes

1. Bob motion to approve minutes (6:38pm); approved unanimous

D. Public Comment

1. No public comment at this time

E. School Update

1. Parent/teacher conferences are coming up for the end of 2nd quarter
2. Wy-Topp assessments coming up in the 3rd quarter
3. Chess tournaments will ramp up after Winter break
 - a. Group of kids from PODER going to nationals
4. Technology – School is adding new Smartboard technology in classrooms
5. School is using support staff efficiently
 - a. Lots of small group work with behavior students
6. Carlos – what is update on new Smartboards?
 - a. Marcos: Procured for the upper grades, will consider upgrading in all other classrooms as well
7. Bob – Recommends that the teachers present to the PODER Board
 - a. Would like to see more interaction with the Board

F. Financials Review (September - October 18')

1. Marcos: School is sitting in a healthy position
2. Will be even more healthier once an agreement is solidified with Rande
 - a. Sitting on half a million dollars roughly
3. Bob: what does “foundation payment” refer to in line items?
 - a. Marcos: this refers to the payment that comes from the district
4. Carlos motion to approve financials (6:56pm); approved unanimous

G. Audit Vote

1. Marcos: Official motion to approve is needed
 - a. Board had a few weeks to review

2. Carlos motion to approve the PODER Audit 17-18 (7:00pm); approved unanimous

H. Budget Vote

1. Very similar budget to the one presented in May
2. Key differences form the one in May:
 - a. Page 1 – We confirmed our enrollment although this will fluctuate based on average daily membership
 - b. Workers Comp is now in as a separate line item
 - i. Less claims = less costs
 - ii. School has not had a lot of claims
 - c. Page 4 – Building and land: years are zeroed out because Rande will be taking on those costs under new arrangement
 - d. Last page on the budget: moved the contingency on last page up a few lines
3. Carlos: On line item labeled media and website: do we use it advertise?
 - a. Nick: we do most of our marketing through more efficient channels usually via social media and guerilla marketing
4. Bob – Will the cost of the lease for the facility increase?
 - a. Marcos: yes, more square footage equals more money from the state
5. Bob – where are the new SmartBoards recently purchased in the budget
 - a. Marcos – couched in the computer/technology line item
 - b. Also page 3 – software support costs
6. Carlos: What is the cellphone costs include?
 - a. Marcos: only Admin gets the phones
 - b. They are key for communication amongst the Admin
 - c. Bob concerned with the optics; PODER is paying the bill for employees who split time at PASS
7. Bob – On Page 3, what does the “purchased/accounting services” include?
 - a. Marcos – Includes costs for CSMC that does general accounting along with David Green who is our new auditor
 - b. Bob: how much did David save us?
 - i. Marcos: about an 8 to 10 thousand dollar difference, David came referred
8. Carlos motion to approve Budget 18-19 (7:31pm); approved unanimous

I. Executive Session

1. Bob motion to enter Executive Session (7:31pm); approved unanimous
2. Bob motion to exit Executive Session (7:58pm); approved unanimous

J. Next Board Meeting

1. February 4th, 2018 (6:15pm) – PODER

K. Adjourn - Carlos motion to adjourn (8:05pm); affirmed unanimous



Minutes / 10-29-18

Location: PODER Academy

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Carlos Reyes, Jeri Griego

B. Approval of Agenda

1. Jeri motion to approve agenda (6:21pm); approved unanimous

C. Approval of Minutes

1. Jeri motion to approve minutes (6:24pm); approved unanimous

D. Public Comment

1. No public comment at this time

E. School Update

1. National Forum to Advance Rural Education (Denver)
 - a. Bob: good conference and bonding experience; the PODER presentation went well, other schools were interested in what PODER was doing
 - b. Marcos: good team building exercise,
 - c. Avila: no mention of behavior management at the conference, this topic often gets overlooked because it is complex
2. Fall Festival was last Friday, community building event for the school, parents got to know each other
3. Academic progress looking good so far at PODER
 - a. State scores came out, PODER is among the top but we would like to regain the number 1 position
 - b. Jeri – did the school get any publicity?
 - i. Marcos: The Secondary got some press but not the elementary
 - ii. The state growth chart is available, will post on Facebook
4. Avila: Security has been updated at PODER
 - a. Security mechanisms added at front door, cameras inside with motion detectors
 - b. School will undergo drills designed for intruders
 - c. Bob – is playground secure?
 - i. Marcos & Avila: Ned to find a balance between security and functionality, high fences around perimeter were rejected, playground is somewhat vulnerable, limited options there

F. Financials Review (June 18')

1. Marcos: School is sitting in a healthy position
2. School does not receive funding over the summer so there was a dip in funds
3. Financials are snapshot of financial position from the close of August
4. Need to do a new budget at next meeting when expenses are solidified, once in spring and once in fall
5. Jeri – what are the expectations for Board members in budget process?
 - a. Marcos: Board is tasked with approving or rejecting budget
6. Spending will follow a seasonal pattern, but no major changes occurred
7. Carlos motion to approve the financials (6:51pm); approved unanimous

G. Audit Review

1. Board should review the audit over the next few weeks, Board will need to approve the audit at the next meeting
2. Bob: Did not go with MHP this year for audit?
 - a. Marcos, MHP doubled their cost, and also there was a potential conflict of interest since they also serve LCSD 1
 - b. Audits should be independent
 - c. Went with referral from the PASS Board
 - i. New auditor was very thorough
 - d. Findings
 - i. We were over budget slightly, should have done an amendment budget then put up for a vote again
 - e. The issue is that the District does not get us invoices until months later, sometimes after audit
3. Bob: where are the new auditors based out of?
 - a. Marcos: Based out of California
4. Jeri: Does someone from the office come on-site?
 - a. Marcos: not this year, but we will request that they visit the school next year
5. Bob: If the school district was part of the issue that led to the findings, how did the auditor take that into account?
 - a. Marcos: It's a catch 22 – district needs our numbers, and we need theirs
6. Jeri – At the community college, there is a policy of not purchasing anything 6 weeks prior to a deadline to make audits cleaner. Does PODER entertain such as policy?
 - a. Marcos: would be tough policy to implement for the school due to unforeseen expenses
7. Jeri – Does the next audit happen in August?
 - a. Marcos: yes
8. Bob: How qualified is the auditor selected? What is their 'claim to fame'?
 - a. Marcos: This auditor works with other large organizations including the Wyoming legal defense fund

9. Jeri – Was there a bid process where the merits of each auditor candidate were compared?
 - a. Marcos: yes

H. Executive Session

1. Carlos motion to enter Executive Session (7:05pm); approved unanimous
2. Jeri motion to exit Executive Session (7:55pm); approved unanimous

I. Next Board Meeting

1. December 4th, 2018 (6:15pm) – Sanfords

J. Adjourn - Jeri motion to adjourn (8:06pm); affirmed unanimous



Minutes / 8-20-18

Location: Little America

A. Attendance: Marcos Martinez, Nick Avila, Robert Salazar, Ann Redman, Carlos Reyes, Jeri Griego

B. Approval of Agenda

1. Jeri motion to add by-laws approval and officer elections (6:28pm); approved unanimous

C. Approval of Minutes

1. Carlos motion to approve minutes (6:28pm); approved unanimous

D. Public Comment

1. No public comment at this time

E. School Update

1. Tennis team did very well, got some first and second place finishes
2. PASS students have begun traveling to South to play on tennis team
 - a. A PODER student is playing on varsity in his freshman year
3. School just completed MAPS assessments for Fall
4. Tutoring and clubs have started from 4-5pm
5. Professional development was moved Thursday from 4-5pm
6. Classes are near capacity; enrollment is good
7. Lots of staff returning, but some new folks as well; lots of growth
8. PODER is turning into a 3-sport school with soccer, tennis and chess
9. Legislative changes: Now a 3-year rolling average of enrollment for funding
 - a. Transportation and SPED funding has been affected
 - b. PASS will now receive zero funding because the school has not been in existence for 3 years
 - c. Marcos is challenging this interpretation of the statute
10. Bob: Does school use Canvass management system?
 - a. Marcos: No
 - b. Bob: school district is switching over to Canvass, might want to consider it

F. Financials Review (June 18')

1. Budget is lower because school does not get funding over the summer

2. Ann: any changes that Board should be aware of?
 - a. Marcos: lots of curriculum orders in August
 - b. Spending follows a seasonal pattern, but no major changes
 - c. School is sitting in good financial shape; ending school year with over million dollar surplus
 - d. Legislative funding changes have not affected PODER yet
3. Bob: Why are the recommended targets greater than 100,000 for cash on hand?
 - a. Marcos: most schools want to end their target with over \$100,000
 - b. PODER is almost always surpassing the targets
 - c. Ann: at what point in the fiscal year should school reach those targets?
 - i. Marcos: anytime before the end of the fiscal year
4. Jeri – are there restrictions on the money?
 - a. When is the surplus too large? Can we invest it?
 - b. Marcos: Want to have money in the reserve in case things happen
 - i. We can not invest it as a non-profit
5. Bob motion to approve the financials (7:00pm); approved unanimous

G. National Forum to Advance Rural Education

1. Batelle for Kids
2. Board is invited, transportation and lodging costs are covered
 - a. Board members need to confirm ASAP if they are coming
3. People come from all over the country will attend the conference
4. Bob: what is the justification for a Board member to attend?
 - a. Marcos: great bonding experience, some workshop sessions will be offered geared toward Board members
5. Conference is geared toward K-12 but is trying to reach out to universities
6. Bob: Are PODER teachers National Board certified?
 - a. State pays \$5,000 for each teacher
 - b. Has school considered this?
 - c. PODER will look into this

H. PASS Charter Renewal

1. PODER board may be asked to attend the meeting for PASS
2. Put the date on the radar

I. By-Laws Revisions

1. Avila proposed a series of by-laws revisions at the meeting prior
 - a. Board approved and amended those revisions
 - b. Board will not now vote on the final draft
2. Bob: Should board members have PODER email accounts
 - a. In a legal dispute, personal emails could be subpoenaed
 - b. Avila: this will not serve any legitimate purpose
 - c. Would be one more email for the board to stay on top of

- d. Board agrees that Board member email addresses should not be listed on the website at this time
3. Bob motion to approve the By-laws revisions (7:57pm); approve unanimous

J. Officer Elections

1. Board nominates Bob for Chair
 - a. Discussion: Bob is most senior and next in line
 - b. Bob brings experience from his position on the LCCC Board
 - c. Jeri motion to appoint Bob as new Chair (8:08pm); approved unanimous
2. Board nominates Carlos for Vice-Chair
 - a. Jeri motion to appoint Carlos as vice-chair (8:09pm); approved unanimous
3. Geri motion to appoint Ann Redman as Ex-Officio Board Member (8:11pm): approved unanimous

K. Executive Session

1. Bob motion to enter Executive Session (8:13pm); approved unanimous
2. Bob motion to exit Executive Session (8:31pm); approved unanimous

L. Next Board Meeting

1. October 22nd, 2018 (6:15pm) – PODER Academy

M. Adjourn - Carlos motion to adjourn (8:40pm); affirmed unanimous