

Inavale Community Partners
Board Meeting Minutes
August 14, 2008

Meeting convened at Muddy Creek Charter School, 7:20pm

Present: Jen Renee, Payton James-Amberg, Morning McCreary, Kathy Brewer, Juliana Meyner, Mark Hazelton, Tanya Freeman, Linda Hentsch, Kathleen Westly

Reviewed Agenda: made some additions and changes.

Approval of meeting minutes: Read through ICP/MCS minutes of 8/7/08. Motion to approve (Payton), second (Tanya); passed fists of four.

Action Item Update: Reviewed action items from 8/7/08 meeting. **Action Item: Kathy Brewer** will compile action items from previous meetings onto spreadsheet provided by Mark.

AI: Fire marshal visit – scheduled for Tuesday, August 26th at 2:00pm

AI: Jen to schedule playground equipment inspection

AI: Payton to call power company to have “Inavale Beacon” turned off

AI: Jen, Mark, Payton, Kathy, Kathleen to meet with district Tuesday 19th. Joe Ivers
From district will review fire safety drills procedures, etc. **Jen** to schedule.

Enrollment update:

Registered Students:

K	16
1	8
2	7
3	12
4	11
5	6

Kriste has divided third grades according to parent preferences, all families were able to get their first choice for student placement.

Classroom configuration/size limits discussion: Discussed what individual classroom caps we want to set, consideration of teachers’ preferences, budget, appropriate class size for now and progression out a few years. Motion made (Payton) to cap 3-4-5 class at 24, second (Kathleen), passed fists of four. Motion made (Kathleen) to cap 1-2-3 class at 22, second (Payton), passed fists of four. Motion made (Payton), second (Kathleen) to change Kindergarten cap to 16, passed fists of four. We will keep a waiting list for all grades. Recognized, per Kathy Brewer’s suggestion, that setting the classroom caps will trigger another discussion, should we wish to admit students from the waiting list.

Hiring Kindergarten extended care: Action Item: Payton/Jen to follow up with families that expressed interest in extended care and will make a recommendation at next meeting. Briefly discussed the idea of incorporating volunteers’ pre-K children into extended care to enable volunteers to work at school, also to make it available as a childcare option at same cost. *Agenda Item:* More discussion needed.

Inavale Community Partners

Start-up grant spending report: Have spent about \$180,000. Getting close to switching to next stage.

Treasurer reimbursement: Payton purchased about \$5,000 worth of computers on her credit card and will be writing a check to reimburse herself. She wished to go on record because of large amount, and fact that she will reimburse herself from the grant.

Spending plan H: Discussed spending plan H. Motion to pass spending plan H made (Kathleen), second (Payton), passed fists of fours. Janell has made selection from various catalogs for things from room; Mark is to transfer it to electronic order. He could use some help on this. **Action Item: Kathy** will contact some Kindergarten parents to ask for help to get Janell's orders processed.

Health Plan: Discussed medical and dental care plan options for full-time employees. Motion made (Tanya), second (Payton) to authorize Mark to purchase United Health Care P3436 dental plan, passed fists of fours. Motion made (Tanya), second (Payton) for Mark to confer with staff and purchase the Regence Blue preferred or Regence Innova \$500 deductible with addition of vision rider and chiropractic up to \$10 per month. Passed fists of fours.

Volunteer Program update: **Action Item: Kathy** will clarify when school will be open during last week and a half, and when teachers will be in their classrooms to give instruction for tasks there, and post this information.

ICP/MCCS governance structure: Discussed extensively the governance structure as currently established, with ICP Board and MCCS Steering Committee. Agreed current structure is confusing and needs to be clarified and streamlined. Agreed MCCS Steering Committee should be renamed and that primary duty is to be a task group to support Executive Director and Head Teacher. Various work group heads will report into this body, which will coordinate these projects for ED and HT. Expectation is that this body will meet every other week; more frequent meetings will likely be required through start-up. Agreed ICP Board is the decision-making body and has the legal and fiduciary responsibility for the school. As such, Executive Director will report to Board, and Board will have hiring/firing of ED and teaching staff responsibility.

Discussed division of duties between Executive Director and Head Teacher. Executive Director has primary operations responsibility and is also responsible for all teaching staff oversight. As such, all teachers will report to Executive Director, and ED will write reviews. Head Teacher will have primary responsibility for curriculum development and coordination. HT will also function as mentor/coach to other teachers.

Adjourned 10:40

Minutes submitted by Kathleen Westly