

Inavale Community Partners
Board Meeting Minutes
April 2, 2009

Convened at Muddy Creek Charter School, 7:05pm

Present: Tanya Freeman, Payton James-Amberg, Morning McCreary, Kathy Brewer, Kathleen Westly, Jen Renée, Christine Horning

Staff Report:

- Security - over a few weeks, we have had a number of items stolen from the school: one laptop, 1 iMac, 2 cameras, 1 set of walkie-talkies. A police report has been filed with the sheriff. Reports (printouts of the alarm system activity) were requested from the security company. We found sticks in gym and community room doors (painting crew initially found a stick in gym door and notified Kim Patten, but we were not notified), and evidence of windows being jimmed open. iMacs were moved to library. Locks will be installed on iMac lab room doors. **AI: Payton** will contact ODE about reporting items that were purchased with grant money. Nathan is perusing Craig's List for our items, Pawnshop and Mac repair shops notified. Security company recommends that we install motion detectors - Jen suggests one in front of library and one by Mac lab. Cost is \$180 each. **AI: Payton** contact ODE about possibility of purchasing on grant.
- Graffiti was found on the road near the school.
- Steve Youngblood visit: postponed to 1:00 April 16, 1 - 3:00pm
- Gym door hardware will be installed soon.
- Firtex update - Fire Marshal made an unannounced visit today. He is not happy with the paint job - coverage, sealing of tiles and holes. **AI: Jen** working to make contact with Kim Patten to get resolved. Received approval from Fire Marshal to put up gypsum in rooms; stipulation is that it can only cover 20% of total wall surface.
- Hiring announcement - We have hired Michelle Reichelderfer as part of the math assistant job share. She will be working three times per week on remediation and lower elementary math. Jen observed that the math instruction time is going well. Students are engaged and additional teaching staff is helping greatly.
- Enrollment update - Lottery was held on April 1, 2009. Was only required for Kindergarten and 2nd grade. We had no spaces available for first grade. We had received six applications for five spots in 3rd grade, but one withdrew, so all remaining five are admitted. We had no spots available in 4th grade (had one applicant), have three spots in 5th grade for which we have two applicants, and received an additional 5th grade student application. Follow up with all applicants is underway. **AI: Tanya**, at May 4 509J meeting to present updated enrollment, if confirmed (expected enrollment will be included in Quarterly School Report).
- End of year activities - want to plan something to welcome incoming families (another campout?). New families will be invited to hiring potluck.
- 5th graders transition to 6th - All three students who applied to Lincoln were admitted. Lincoln 6th grade now full, with waiting list.
- Building use - City/County want to have a public meeting for discussion on creating rural fire protection zone. Board agreed this is within mission of serving rural community. **AI: Jen** to respond to contact.

- 4-H club starting - A grandparent of MCCS student is now certified and will be starting a K-3 4-H club which will meet at MCCS.
- Mowing - have decided to request bids from community for mowing grounds. **AI: Kathy** will put in newsletter, **Christine** will talk to guys that play basketball here.
- Testing - First round OAKS testing has been completed. Now diverting testing time to MAP for assessment purposes. Will start second round OAKS after MAP completed. Results of testing will be published at end of year after all rounds completed, in keeping with 509J practice.
- Parent and Student Surveys - will be given hard copy at conferences next week.
- Clothing Exchange - Discussed method for donating/paying for items. Payton expressed concern about pricing items, such that they are being "sold" rather than money given as voluntary donation. We agreed to have a chart that would give suggested donation values; people can donate as they choose and are able. Chana will give a donation receipt for items donated. **AI: Payton** will draft a donation letter for children's clothing, books and toys; **Kathy** will make (or have someone make) a suggested donation chart to be hung on the wall next to the clothing exchange area.

Hiring Procedure Discussion:

- Screening Committee - Screening committee will be: Kriste York, Jen Renée, Kathleen Westly (all continuing on to hiring committee), and Tanya Freeman.
- Hiring Committee - Have four people who have expressed an interest in being part of the hiring committee. Discussed preferred make-up of committee, especially given desire to have some consistency between screening and hiring committees. Committee to be made of Jen, Kriste, another teacher, Kathleen and Payton, up to three parents/community members. Motion to approve possible hiring committee members, in alphabetical order:

<u>Candidate</u>	<u>Nominated By</u>	<u>Seconded By</u>
Laurie Halsey	Payton	Christine
Christine Hinton	Payton	Morning
Rob Hinton	Payton	Christine
Jenine Livengood	Payton	Christine
Meredith Wade	Payton	Morning

AI: Jen to confirm with Kriste about May 9 date, check with Leah and Janell; **Kathleen** to call Laurie Halsey. **Jen** to contact remaining Hiring Committee candidates to fill remaining slots.

- Logistics for day - **Christine** will do orientation of Hiring Committee and be the "kid-wrangler", to include gathering students' input and compiling for committee. **AI: Kathy** to put together a schedule, based on last year's. **Kathy** will be greeter at door, get candidates situated, starting on written part of interview.

Meeting Minutes Approval: Reviewed 3/5/09 and 3/19/09 minutes. Motion to approve 3/5/09 minutes (Payton), second (Christine); passed four and fives. Motion to approve 3/19/09 minutes (Payton), second (Kathleen); passed three, four and fives.

Treasurer's Report: Morning raised a question about purchasing reference books for the library on the grant money. She has been compiling a list of appropriate reference books and will cross reference this with what is being ordered for individual classrooms. Jenny think the library could use art and nature books as well. Payton suggested that Morning give the list to her and for some books, it makes most sense to purchase a set of reference books for the library that can also be used by a classroom. Payton presented Spending Plan N3, to become grant budget O1. Reviewed and discussed at length the changes to various budget line items. Motion made to approve Spending Plan N3, to become Grant Budget O1 (Christine), second (Kathleen); passed fists of five. Reviewed balance sheet as of March 31.

Policy Discussion: Discussed Policy for Hiring Certified Staff. Motion to approve (Kathleen), second (Christine); passed fists of fours and fives. **AI:** Jen will get policy to Mark, have numbered, give to Board for review.

In-House Hiring Process: Discussed process for hiring classified staff to certified staff positions. We revisited a previous discussion about in-house staff being hired for a certified staff position. We agreed that even though someone presently works at MCCS, he or she should go through the complete interview process. We discussed the Procedure for Hiring Teaching Staff to clarify this. Motion to approve Procedure 000nn, revision B to clarify for in-house candidates (step 1.5) made (Christine), second (Morning); passed fists of fours and fives. **AI:** Tanya to send to Kathleen for archiving.

Calendar:

- Next meetings:
 - Regular ICP Board Meetings - 4/16
 - Special ICP Board Meeting - "policy/procedure retreat" 4/30
- Hiring day: Saturday, May 9
- 509J Board Meetings:
 - May 4 - Tanya
 - June 22 - Morning
- Strategic planning meeting in Spring with Mark and Lou - need to schedule.

Adjourn 10:25pm

Minutes submitted by Kathleen Westly with special thanks to Morning for filling in before I arrived!