

Inavale Community Partners
Board Meeting Minutes
April 16, 2009

Convened at Muddy Creek Charter School, 7:12pm

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

Public Comment: A parent of one of Morning's preschool students is very interested to have his child attend Muddy Creek - the word is getting out!

Staff Report:

- Security - No additional items are missing. Locks have been installed on Mac Lab doors. Payton intends to submit a claim for stolen items to insurance.
- Steve Youngblood visited on April 16. Jen said they had a good meeting, and that it was easy to fill the two hours they had scheduled. They discussed:
 - Curriculum - Kriste was able to join in for this part of the discussion. Steve was interested in the reading program we use; they discussed the new High School math requirements, for which elementary schools need to be preparing students. The district is convening a math curriculum committee. Steve invited Kriste to participate, and she accepted.
 - Testing - This is Steve's biggest concern. He wants MCCS to document student progress. He suggested we get student's previous OAKS test results (4th and 5th graders) so as to have a basis to determine how MCCS has done this year. **AI:** **Kriste** will work on getting these scores.
 - Documentation of school goals - Steve suggested we document the goals we had for MCCS for the first year.
 - Calendar - Jen asked about next year's calendar. Steve said proposal, which is expected to be approved, is to start next year after Labor Day.
 - Retention policy - Jen asked about the district's policy for retaining students. Steve said that bottom line it is the parents' decision. If school believes the student needs to be retained, but parent doesn't, then school needs to inform parent of this opinion and document this well. If parents believe student should be retained but school doesn't, also should be well documented. Either way, however, parent request is the deciding factor.
 - Help MCCS is receiving still from Charter Starters - Steve asked about this; Jen explained that they are still guiding us through the Policies and Procedures implementation and giving guidance to Jen.
 - Volunteer coordination - Steve wanted to know how we handle this and Jen explained.
- Gym door hardware has been installed. Still waiting for installation of magnetic system to tie hardware to alarm system.
- Firtex update: No update from Kim to Jen. Fitzpatrick Painting was at MCCS Wednesday painting in Kriste's room (molding), and doing touch up. **AI:** Tanya to follow up with Kim about fire marshal Ray's satisfaction with job.

- Hiring process: All teacher candidates (Kindergarten and 1-2-3) have been responded to. Deadline is Friday to complete applications for 1-2-3. Jen is continuing to add incoming information to files as it arrives.
- Enrollment update - A first grader from out of district withdrew so as to be enrolled at a school nearer home (fuel cost considerations); a new 1st grader enrolled this week.
- Parent-Student Surveys - Jen has not reviewed the surveys yet; not all surveys are in. **AI: Kathy** make a note in next newsletter to remind families to turn in surveys.

Hiring Process:

- Letters of intent from current certified staff - Kathleen asked if we had heard back from current teachers as to their intentions for next year. Tanya said she had received a letter back from one. **AI: Tanya** will follow up with the other teacher to get her letter of intent.
- Hiring Committee - Leah prefers not to be on the Hiring Committee. Jen encouraged Leah to be present for the sample lessons and potluck and to give her input to the committee. Janell will be on the Hiring Committee.

Approval of Minutes: Pause in discussion of hiring process to Review ICP Meeting Minutes from 4/2/09, as this will have an impact on further plans for hiring. Read through minutes, revised as agreed. Motion to approve 4/2/09 ICP Board Meeting Minutes (Payton), second (Christine); passed fours and fives.

Resume Hiring Process Discussion:

- Hiring day schedule - Kathy reviewed the planned schedule for interviews and sample lessons. Potluck will be at 6:00 (set up at 5:30).
- Screening Committee to phone interview - Monday April 27 is not good for Jen, will look to do on Sunday, 4/26.

Treasurer's Report: Payton reviewed the Profit and Loss Statement as of March, 2009. ICP took in more than expected because of Afternoon Adventures bringing in more revenue and having a lower cost than expected. We will end the year with about \$50K more than we had expected. We are looking at areas to hold money aside for spending next year - must be more "one-time" type purchases, rather than ongoing expenses. Payton presented Spending Plan O3, to become grant budget P1. Reviewed and discussed at length the changes to various budget line items. Motion made to approve Spending Plan O3, to become Grant Budget P1 (Christine), second (Kathleen); passed fists of five. We discussed Kriste's request to attend a digital storytelling workshop, and to enroll in an online course. We discussed the fit of this request with the mission and vision of MCCS, and the appropriate level of spending versus other professional development opportunities. Agreed that if the funding is in the budget, it is Jen's call as to whether or not to approve.

Afternoon Adventures: We discussed the rates and fee options for next year. Jen and Payton hope not to raise rates next year. **AI: Kathy** to call Montessori and Ashbrook to benchmark salary.

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ODE Charter School Info Update: **AI: Payton** to complete information update for ODE. ODE also is requiring that staff, parents and students complete an online survey. **AI: Jen** to request staff fill out survey. **AI: Kathy** (and Max) will check out parent and student surveys and put an announcement of this into the newsletter.

Mowing: Rob Jordan has offered to mow the field for the cost of fuel (thanks, Rob!) **AI: Jen** to ask Rob to go ahead and mow once; we will leave request for bids in newsletter, to include smaller grass areas. Jim Gray offered to mow smaller areas.

County Meeting: The County meeting will take place on Thursday, May14. Jen requested that someone open the building, as she will be out of town. **AI: Payton** said she will open building.

Grange Update: Pomona Meeting is Saturday, May 16 at 9:30am (Jim Gray will be in on Friday the 15th to set up). Regular meeting is Tuesday May 12.

School Sign: Discussed appropriate proportions. We need artist's recommendation and a drawing of proposed sign. **AI: Kathleen** to meet with sign maker to discuss site for sign, size and relative proportion for logo and wording.

CHS Jazz Band Table: Tanya suggested getting a table at the Jazz Band fundraising event for fun.

Calendar:

- Next meetings:
 - Regular ICP Board Meetings - 5/7, 5/21
- Hiring day: Saturday, May 9
- 509J Board Meetings:
 - June 22 - Morning
- Strategic planning meeting in Spring with Mark and Lou - need to schedule.

Adjourn 10:20pm

Minutes submitted by Kathleen Westly