

Inavale Community Partners  
Board Meeting Minutes  
Date October 19, 2017

ICP Board Meeting called to order at **7:09 pm** in the MCCS Staff Room

**In Attendance:** James Anderson, Karen Steele, Bryan Traylor, Janell Johnson, Barb Holt, Erik Swartzendruber, Dave Buchanan, Erin McMullen, Tom Day, Elizabeth Watkins

**Public Comments:** Add following items to agenda: stale check policy, newsletter soliciting donations

**Approval of Minutes:** Jamie move to approve, Dave second (all 5's by board members)

**Reports:**

**PTO Report:** Reviewed and discussed

**ICP Treasurer's Report:** Reviewed and discussed

**Budget Report:** Reviewed and discussed

- Changes made to the following: Transportation, Classified Salaries, Trainings, Computer Software/Hardware, Contingencies and Reserves

**School Report:**

- Current enrollment at 111 students
- Administrative Concerns
  - Shuffle at 509J has introduced new Special Ed Teacher (Tim Dillon) at MCCS
- Barb will be offering a Love and Logic class to parents
- District Interactions
  - Busing
    - Dial-a-Bus will use three 10-passenger vans to transport students, depending on viability then Dial-a-Bus may purchase a school bus
  - Outdoor School
    - Informed by district that each school is supposed to develop their own program and send district bill
    - Looking into Klamath Outdoor Science School (Tuesday, May 8 – Friday, May 11, 2018), 4 days and 3 nights, \$225/student, 5<sup>th</sup> graders only
  - Erik and Jamie met and had lunch with two school district board members

**Discussion and Decision:**

Inavale Community Partners  
Board Meeting Minutes  
Date October 19, 2017

1. Signed new bank cards
2. Approval of 1<sup>st</sup>/2<sup>nd</sup> grade teacher hire
  - a. Jamie move to approve hiring committees decision to hire Emily Beard, Dave second, all 5's by board
3. Curriculum Night
  - a. Karen attended and was impressed overall, but with 2<sup>nd</sup>/3<sup>rd</sup> grade especially, disappointed with parent attendance
  - b. Reconsider structure/name of Curriculum Night
    - i. Make into event (i.e. Fall Potluck), since students are not able to attend perhaps provide childcare, or combine with PTO, etc.
4. School website/Internet filter
  - a. Would like to contract out with a web designer, so site is secure and can be maintained on site
    - i. Cost included in budget
  - b. Need internet filter since there is none
    - i. Options
      1. Conversations initiated (by Leann) last spring with Peak, but now not as responsive
      2. Potential with LBL to install or utilize their filter system
      3. Install own server at MCCS, but would need someone to manage
    - ii. Make sure teachers have a way to get around filter
5. RACID review
  - a. RACID necessary in dealing with potential conflicts
  - b. Reviewing positions and duty descriptions associated with each
    - i. Bryan and Barb shared potential updates/changes that can be made to their roles
  - c. Will include 20 minute RACID review at upcoming board meetings to update/improve
6. Adding art time
  - a. Presentation by Elizabeth Watkins
    - i. Shared past activities and projects that have been done which combined art, literacy, writing, science, etc.
    - ii. Would like to schedule time with one teacher each day
  - b. Bryan will look into Elizabeth's schedule and impact on budget (~\$5000 for salary, PERS, etc.)
  - c. No major concerns from board members
  - d. Motion to integrate this program for one year, with evaluation from Elizabeth and teachers at end of year, with expected cost of \$5000
    - i. Moved by Karen, James second, all 5's by board
7. Charter renewal & District interactions
  - a. Process starts in June 2018 (let know intend to renew), so have plenty of time to review

Inavale Community Partners  
Board Meeting Minutes  
Date October 19, 2017

8. Final 2017-2018 Budget adoption
  - a. Jamie move to pass, Dave second, all 5's by board
9. Stale Check Policy
  - a. Draft statement and give to Leann to confirm recommendations by auditor
  - b. Will review/approve at next meeting
10. Donations Newsletter
  - a. Recommendations for this years letter:
    - i. Need volunteers (i.e. parents, grandparents, etc.) or monetary donation(s)
    - ii. List MCCS accomplishments
  - b. Goal to have letter done by December

Next meeting on Thursday, November 9<sup>th</sup>

Meeting adjourned at **9:02 pm**

Minutes taken by Janell Johnson