

## **ICP Board Meeting 10/8/2020 Public Meeting:**

Attendance: James Anderson, Jamie Hahn, Erin McMullen, Karen Steele, Lester Oehler (note taker), Megan Irwin Blake McKinley, Barb Holt, Avie Meadows, Katheryn Becker-Blease, Andrew, Tyler Wilson, Angie Dahlke, Michell Reichelderfer, Cathy Neff Laura Foley, Megs, Shawnde Bausch, Molly Wiersma, Bartee, T, Andrew, Jason Stowers, Jeff

Call to order: 7:55

**Minutes:** James Moves to approve September minutes (public minutes), Karen seconds (5,5,5,5,5,5)

**Calendar Change:** James moves to align our calendar with the CSD calendar (January 4 2021 reopen target).. Lester seconds (5,5,5,5,5,5)

**Admin Bonus for summer work:** James moves to give Leanne same bonus the Office Manager earned: (\$2200). Megan seconds (5,5,5,5,5,5).

Ms. Patricia: Library is a central and key place to the school and should be protected.

Tyler Wilson: It has been a crazy first couple of weeks, with lots of challenges for all involved, students, teachers, parents...proud of our MCCS team, thanks to Laura for steering the ship. Everyone is learning a lot!

ED School Report: 117 students currently. More attrition is expected if in-person school can't start-as hoped. Corvallis has postponed reentry until January due to rising Covid-19 levels. Next Town Hall, October 20<sup>th</sup>.

There is a plan for updating the student handbook in November, and the parent handbook in January.

Structural engineer is looking at space for behavioral specialists in Library area to see what it would take.

Staff Goal-setting appointments are set for next week. Ordering Bridges Math Manipulatives because it is difficult without kits. The Writing Curriculum has arrived and will be in next material drop. Our first grade teacher will be attending Bridges workshop.

After talks with ODE, APEC testing is back on (no waivers to be issued), so a plan will have to be made to do the testing at the end of the year.

General focus is still on social and emotional health.

**Technology: Laura said that she was looking at ordering headsets. James asked for clarification because last week in response to James' E-mail she replied to the board stating she had asked Jennine to order headsets the week before. Laura said it had not gotten done.**

**PTO Report:** Plan is for a grand meeting for fundraising, volunteering etc, but date is still TBD at this point.

**Treasurer and Financial reports:** Nothing to report at this time, instead, Leann will conclude her updates by her last day.

### **Business Manager Action Plan:**

**Laura asked for specifics about what we wanted to know. James said “All of it” and listed when payroll could be paid, when bills could be paid, when we could handle taxes and insurance, all of the functions Leanne performed so we are certain nothing is being missed.**

**James asked Laura to notify the board when every essential business function had been restored. Laura asked for examples, and James replied payroll, bill payment, taxes, PERS, required reports, etc.**

There are two applicants so far, both are out of area. Interviews need to be held right away... and/or a patch to get through payroll/bill pay in immediate future. Laura will explore options for outsourcing payroll (Erin has a contact to get started with), and will put together a screening committee for the applicants and either interview or reopen the position.

**Urgent: Put something in place for bookkeeper immediately. Let us know as the function is filled.**

**Laura was given the names of a parent accountant and encouraged to get subject-matter experts and board members, Karen as Treasurer for the interviews.**

**Behavioral Space:** Current SPED room/speech therapy space is inadequate (sound/size/privacy). When return to in-person learning, this space is expected to have a big demand. Can we create some space? Need to explore where to put this. One option is to expand into the Library. Brainstorming for options to come.

**Enrollment:** Covid related life-changes, lost jobs, moving etc. A private school is open for in-person learning and -some students transferred there. The attrition is explainable and understandable...but it is happening and a concern. James suggested exploring the idea of a “exit survey” for departing students. Question from Blake: Is school penalized if students do not check in etc. Answer: not at the moment, but yes, that is coming.

**Laura was asked to prepare an exit survey to send to departing families to fact find.**

**RACID:** How to review and update this document? Next month the staff will nominate someone from their ranks to be included. Head Teacher: Originally, there was no “Head Teacher”, but it was in the Charter. Barb was hired for curriculum, academics, but shifted towards behavior (RACID needed updating, but acted as an anchor to draw from).

Committee representing someone from each of roles to review document and update. Karen, James, Laura, Behavioral Specialist, and others TBD.

RACID meetings were to commence Oct. 14<sup>th</sup>.

**Meeting Adjourned 9:12.**

