

Convened at Muddy Creek Charter School

Inavale Community Partners Board Meeting called to order at 7:05pm

The next Board meeting will be on Thursday, November 18. Please mark your calendars.

Present: Anita Grunder, Morning McCreary, Tanya Freeman, Kriste York, Dan Hays, Erik Swartzendruber (notetaker), Larissa Lasselle (left at 8:05).

**Summary of Votes:**

- **Motion to approve** the minutes of October 21, 2010 (Morning), 2<sup>nd</sup> (Anita), passed 5,5,5,5,5
- **Motion to approve** the Strategic Development Plan as revised November 4, 2010 (Morning), 2<sup>nd</sup> (Anita), passed 5,5,5,5,5.

**Approval of Minutes:** **Motion to approve** the minutes of October 21, 2010 (Morning), 2<sup>nd</sup> (Anita), passed 5,5,5,5,5

**School Report:** (Dan)

- **Enrollment:** One 2<sup>nd</sup> grader left. Enrollment is now 71.
- **Incidents:** 2 incidents to report: One child received in school suspension for pushing a teacher's hand away. Another child pushed their hand into another student's face. This was dealt with by the teacher.
- **Teacher and Staff Concerns:** Two teachers expressed interest in cooking at the school. Anita reported that due to fire code issues, baking is permitted, but stovetop cooking is not.
- **Administrative Concerns:** Dan reported that minor issues with the library system and use of teacher assistants are being resolved.
- **Financial Report:** SFSF money increased, but the loss of one student reduced the total income.
- **Update on School Place- and Project-Based and Community Service Learning:** The following are place-and project-based learning activities ongoing at the school: Project RESTORE, for which a \$1000 grant was recently received; the food drive project, Kinder snail project, Architecture, Nutrition/Traditions, Grounds Cleanup, Green School Certification, Ocean pollution, Riparian Ecology, Bulb Planting, and hanging wooden art on the chain link fence.
- **District Interaction or Concerns:** The broken chain on the flag pole was repaired by 509J.
- **Accountability Calender:** The accountability calender has been checked and added to as needed.
- **Physical Plant Report:** A work order has been placed to replace the 220 volt receptacle to the proper type needed for the ceramics kiln. A request to fix the ceiling tiles in the gym has been placed to 509J.

**Employee Leave Discussion:** Due to teacher Tom Day's jury duty, the board discussed the necessity of an employee leave policy covering jury duty, sick leave, personal leave, and other types of leave. **AI-1: Dan** to rough out an employee leave policy.

**Homework Policy Discussion:** Kriste has made contact with teachers and parents to receive input and initiate a Homework Policy Committee. The policy will be more philosophical than prescriptive in nature.

**Content of School Report:** The board discussed the format of the school report. The following list of items was discussed as to be included in the school report:

- A. Change in enrollment
- B. Incidents
- C. Teacher and staff concerns
- D. Administrative concerns
- E. Financial update in first meeting of month; financial report in 2<sup>nd</sup> meeting of month.
- F. Update on place-and project-based learning and community service learning
- G. Policies to be approved or revised.
- H. District interactions or concerns.
- I. Accountability Calendar issues.
- J. Physical plant
- K. Liability/PR issues
- L. Parent / Community concerns
- M. Publicity and public outreach

**AI-2: Anita** to update school report list for Dan at the liaison meeting.

**Board-ED Communication Discussion:** The board discussed e-mail communication between meetings. Board members expressed a desire to hear input and receive e-mail updates on any issues which the ED or board liaison feel need to be discussed. Board member should respond individually to the board liaison, not responding to the entire board so as not to violate open meeting law.

**Strategic Development Plan:** The board added the following to the Strategic Development Plan, revision D: Student Transportation, Intercom System, Review and Revise Vision/Mission Statements, and Create Board Accountability Calendar. **Motion to approve** the Strategic Development Plan as revised November 4, 2010 (Morning), 2<sup>nd</sup> (Anita), passed 5,5,5,5,5.

**Fundraising Discussion:** The board discussed priorities, goals, and methods for future fundraising efforts.

**Review of Action Items:** The board reviewed the list of Action Items and removed those that have been completed.

**Charter Renewal Presentation to 509J:** The renewal presentation was discussed.

Meeting adjourned at 9:20pm.

Minutes taken by Erik Swartzendruber and submitted and filed by same.

Table of 509J meeting attendance:

November 8: ICP Board to present charter renewal application.

December 13: Erik

January 10: Morning

February 7: Kriste

Calendar:

November 18: ICP Board Meeting

November 20: Giving Thanks Celebration

*CONSOLIDATED LIST OF ACTION ITEMS:*

Carryover from the Minutes of September 9, 2010:

**AI-3: Anita** to update and format the Collections Development Policy document.

Carryover from the Minutes of October 21, 2010:

**AI-1: Anita** to contact the state to see about a refund of the double-paid corporate registry fee.

New from the minutes of November 4, 2010:

**AI-1: Dan** to rough out an employee leave policy.

**AI-2: Anita** to update school report list for Dan at the liaison meeting.