

Convened at Muddy Creek Charter School

Inavale Community Partners Board Meeting called to order at 7:10 pm

The next Board meeting will be on Thursday, March 3. Please mark your calendars.

Present: Morning McCreary, Tanya Freeman, Dan Hays, Erik Swartzendruber (notetaker), Elisa Fairbanks (arrived at 7:30).

Summary of Votes:

- **Motion to approve** the minutes of February 3, 2011. (Morning), 2nd (Erik), passed 5,5,5.
- **Motion to change** the title of “Administrative Assistant” to “Office Manager” (Morning), 2nd (Erik), passed 5,5,4.

Approval of Minutes: **Motion to approve** the minutes of February 3, 2011. (Morning), 2nd (Erik), passed 5,5,5.

Reports:

School Report: (See attached report). Of note: Enrollment is still 73. The student who was bullying was not suspended as printed in the report. One additional staff concern was that Cedar wanted to have her title changed to “Office Manager.” **Motion to change** the title of “Administrative Assistant” to “Office Manager” (Morning), 2nd (Erik), passed 5,5,4. Also, Dan is preparing to evaluate teachers on place and project based learning. Also, the 4th grade writing test is nearly complete and on schedule to be turned in to the district.

Discussion: The board discussed field trip policy. There was an incident in which parent wanted to bring a younger sibling along on the coast field trip. The policy needs to be clarified. **AI-1: Dan** to find the field trip policy or procedure and add wording about younger siblings not coming along on field trips. The board will review and discuss the changes at a later meeting.

Financial Report: (See attached report). There have been no changes to the ICP finances.

Budget: The board reviewed the status of the budget. The only major cost overrun is heating oil. Future budgets will have to be increased in this item. The net loss for the year is projected to be \$10, 369.58, as expected. The final carryover is projected to be \$42, 479.94, well over the desired 10% carryover.

Discussion and Decision:

Renewal Negotiations: Elisa updated the board on the recent meeting between the renewal negotiation team and 509J staff. Essentially, they said they would likely recommend to the board to not grant our requests to receive 90% of ADMW and extending the school to K-8. The district again offered the school building to us. Morning suggested separating the building discussion from the charter renewal negotiations as the lease does not expire until July.

The board discussed negotiation options. At this point, board members felt it would be more productive to speak directly to 509J board members. We will also seek to involve the larger community. Parent forums will take place March 3 before the board meeting and another morning that week. At these forums, parents will be informed of the process of the negotiations and be given suggestions on what they can do to help. A 509J board work session will be held on February 28. It seems likely that Muddy Creek will be on the agenda.

Meeting adjourned at 9:15 pm.

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

Calendar:

February 28: 509J Board work session

March 3: ICP Board Meeting

March 17: ICP Board Meeting

CONSOLIDATED LIST OF ACTION ITEMS:

Carryover from the minutes of November 18, 2010

AI-5: Anita to review the procedure for ED and board evaluations.

Carryover from the minutes of December 2, 2010:

AI-1: Tanya to follow up with Jennifer of United Way to see if we can support their support of rural families in some way.

AI-8: Tanya to get addresses for approximately 400 households in radius around the school and print them on address labels.

AI-9: Tanya to contact Mr. Schultz of Weatherford-Thompson Law Firm to see if he is available to assist with negotiation of the contract and review the contract and lease before the final vote/approval.

Carryover from the minutes of December 16, 2010:

AI-1: Kriste to review the bylaws and suggest changes.

Carryover from the minutes of January 6, 2011:

AI-1: Anita to get a thank you card for Charter Starters.

AI-2: Kriste to gather information for board member bios.

AI-4: Dan to begin drafting the Employment/Leave policy.

Carryover from the minutes of January 20, 2011:

AI-1: Anita to add the Non-Profit Board Training to the board calendar.

AI-2: Dan to include the student re-enrollment form with the report cards mailed to families.

AI-3: Anita to arrange a meeting of the negotiation committee.

AI-4: Morning to check with Elisa to determine whether the Chase accounts could be closed.

Carryover from the minutes of February 3, 2011

AI-1: Dan to contact families of 5th graders to see who is interested in enrolling in a MCCA 6th grade.

AI-2: Dan to send a re-enrollment letter to all families.

AI-3: Dan and Erik to review the hiring policy and suggest changes.

AI-4: Dan to find out staff members intention to return next year.

AI-5: Anita to contact Elisa to find out whether OSU FCU can do online credit card donations and to select and set up one method for such donations.

AI-6: Dan to send a school-wide e-mail announcing the February 7 School District open meeting in which charter renewal negotiation will take place.

New from the meeting of February 17, 2011:

AI-1: Dan to find the field trip policy or procedure and add wording about younger siblings not coming along on field trips.