

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, September 22. Please mark your calendars.

Present: Anita Grunder, Morning McCreary, Erik Swartzendruber (notetaker), Kriste York, Tanya Freeman, Dan Hays.

Summary of Vote(s) of this Meeting:

- **Motion to approve** version F of the M CCS budget with the addition of another 4-hour assistant. (Anita), 2nd (Tanya), passed 4,5,5,5,5.
- **Motion to open** an OSU Federal Credit Union credit card account in the names of the Executive Director and the ICP treasurer. (Anita), 2nd (Kriste), passed 5,5,5,5,5.
- **Motion to authorize** Anita Grunder to sign the Memorandum of Understanding regarding testing. (Tanya), 2nd (Morning), passed 5,5,5,5,5.

Approval of Minutes: **Motion to approve** the minutes of August 26, 2010 as revised with corrections of meeting dates. (Morning), 2nd (Tanya), passed 5,5,5,5,5.

Public Input: The board commented that the school looked inviting for the beginning of the year.

School Report: Dan reported that we are off to a great start

- **Enrollment:** The school year opens with 72 students, as follows: K/16, 1st/12, 2nd/14, 3rd/9, 4th/11, 5th/12
- **Staffing Changes:** The following are new staff: Cedar Dunn (Administrative Assistant), Kari Evans (Afternoon Adventures), Marcy Brown (PE); Laura Oaks added 4 hours of assistant time for before school care.
- **Curriculum:** The school will begin a life skills curriculum called “The Five Lifelong Guidelines.”

Volunteer Program: The board briefly discussed and expressed a desire to formalize a volunteer program. **AI-1: Dan** to look into room parents and classroom volunteers.

Leadership Corvallis Report: Kriste attended Leadership Corvallis and reported that it would be a valuable place for networking, making connections, and possibly recruiting board members.

Budget Report and Discussion: Dan presented version F (attached) of the budget, based on current enrollment numbers. Some additions were included, such as increasing

the pay of the bookkeeper, adding an assistant. **Motion to approve** version F of the MCCS budget with the addition of another 4-hour assistant. (Anita), 2nd (Tanya), passed 4,5,5,5,5.

Banking Discussion: Morning suggested that Elisa have the password to access online banking. Dan reported that she already has the password. The board discussed putting the bookkeeper's name on the credit card, but decided to not do this as there could be a potential conflict of interest from an auditor's point of view. **Motion to open** an OSU Federal Credit Union credit card account in the names of the Executive Director and the ICP treasurer. (Anita), 2nd (Kriste), passed 5,5,5,5,5. **AI-2: Morning** to open the OSUFCU credit card accounts.

Change of Contract with 509J: The board discussed the proposed change of contract and "Memo of Understanding" with 509J which would allow MCCS to forego DIBELS and MAPS testing, and would require "authentic assessment" of students for 509J. Dan is working on these assessments. **Motion to authorize** Anita Grunder to sign the Memorandum of Understanding regarding testing. (Tanya), 2nd (Morning), passed 5,5,5,5,5.

Collections Development Policy Discussion: The board generally supports the document originally written by former library volunteer Katie Edson. This will be converted to a policy document format. **AI-3: Anita** to update and format the Collections Development Policy document.

Board/ED Liaison Meetings: Anita, as board liaison to the ED will set a regular times to meet with Dan. Anita also requested that she be sent e-copies of the reports to 509J.

Review of Action Items: Numerous AI's have been completed and removed from the list. **AI-4: Erik** to remind former board member Christine Harvey about AI-6 from April 29, 2010. In this discussion, it was suggested that a good volunteer job would be to create thank you/greeting cards from student artwork and photos from MCCS. **AI-5: Erik** to contact the PTO about volunteering to make thank you/greeting cards.

Charter Renewal Update: The renewal committee is working on revising the application to include the addition of grades 6, 7, and 8. **AI-6: Morning** to draft a Letter of Intention for charter renewal highlighting major changes, and including a draft of the application.

Board Matrix Discussion: Kriste presented the board matrix concept, a way to be strategic about who to add to the board. A short brainstorming session followed. **AI-7: Tanya** to send the board matrix brainstorming sheet to the board for review.

Meeting adjourned at 9:07pm.

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

Table of 509J meeting attendance:

September 13: Tanya

October 11: Anita

November 8: ICP Board to present charter renewal application.

December 13: Erik

January 10: Morning

February 7: Kriste

Calendar:

September 23: Board Meeting

October 1: All-School Campout

October 7: Board Meeting

October 21: Board Meeting

CONSOLIDATED LIST OF ACTION ITEMS:

Carry-over from Minutes of April 29th:

AI-6: Christine to make suggested revisions to Procedure 1 “Procedure for Creating, Modifying, and Storing Policies, Procedures, and Important Documents” and hand off to Erik to see through the process of passing.

Carryover from the Minutes of June 3, 2010:

AI-3: Dan to direct Gretchen (Cedar) to correct any discrepancies on the website regarding numbering of policies and procedures, and to include the Building Use Request form on the website.

Carryover from the Minutes of June 10, 2010:

AI-7: Morning to send a copy of the compiled Board Review information to Erik to attach to the minutes.

Carryover from the Minutes of August 26, 2010:

AI-1: Dan to inform the MCCS community when he has received confirmation of reduced testing requirements.

AI-3: Morning to check into the ads in “Parents” Magazine.

AI-5: Anita to get thank you cards for Gretchen and for Christine.

New from the Minutes of September 9, 2010:

AI-1: Dan to look into room parents and classroom volunteers.

AI-2: Morning to open the OSUFCU credit card accounts.

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

AI-4: Erik to remind former board member Christine Harvey about AI-6 from April 29, 2010.

AI-5: Erik to contact the PTO about volunteering to make thank you/greeting cards.

AI-6: Morning to draft a Letter of Intention for charter renewal highlighting major changes, and including a draft of the application.

AI-7: Tanya to send the board matrix brainstorming sheet to the board for review.