

FINAL Approved 10/11/12

ICP Board Meeting Minutes—9/11/2012

In attendance:

Erik S

Elisa Fairbanks

Melissa Harris

Betty Nickerson

Dan Hays

Betsy Dasenko

John Ame

Lise Hull

Approval of Minutes: Betsy will send around for approval next meeting

Public Comment:

PTO Report:

Ed Report:

We kept most of the students we had enrolled from spring; primary grades are larger than expected. Kept budget numbers conservative for flex room. See ED report for class sizes.

Teachers each spent approx. 100 hours in summer preparing classrooms; extra work by Betty

Incidents: modeled testing for teachers aids

Still some issues with the bus; no complaints from parents/bus company. Asked the bus company about changing route to Phil, Adams, Lincoln in morning; reverse route in the afternoon to ease transition issues; parent (Leanne Eaglesmith) volunteering to stay and make sure transitions are happening smoothly. Afterschool options available at every school stop.

Focus on math scores for this year; small math group sizes are key and need to be addressed. Possible options: a morning math teacher; parent volunteers to help with math groups; Susan Klinkhammer returning as a math teaching coach.

Math scope and sequence: skill/objectives matrix for teachers to list materials used to teach each skill.

Physical Plant: landscaping service cleaned the outside of the building; cleaning the paved areas and playground; kitchen is cleaned; use the community room for the campout; filtration system—flushed tanks, higher than expected costs. Need to set some money aside for capital expenses.

Hiring committee recommends to hire Chris Neely to be the art integration specialist. Morgan Banister to teach PE; kids will get 35 minutes a day on MWF. Later in the year, change to movement class to include dance/art integration.

Treasurer Report:

Not much change. No ICP activity in August, retained earnings. Added board expenses to ADM budget—what are some other things we might include in budget? Keep separate ICP funding for non-school activities.

PTO:

Forming committees to discuss different issues and have reports at monthly meetings. Offer a veg/meat soup each Tuesday. Also some vegan and gluten free options. Fridays—cheese pizza and meat pizza, salad bar w/pizza. Discounted or donated foods from various farms, restaurants. Food safety—hot soups and kinders; keeping track of lunch payments; can use milk/lunch classification to keep track of PTO funding for lunches. Place-based and student involvement in lunch prep. Kitchen will be certified even though we do not need it, parent volunteers will have food-handlers cards. Starting a farm stand @ MCCS; students can sell items for profit/donated items sold and proceeds go to the school. Toy Factory gift bag night—November 10th from 6-8; dine out night on 9/17. Storage unit for rummage sale items. Giving Thanks Celebration—November 3rd? Parents wondering about the middle school—needs to be a priority (committee to put together a strategic plan).

Budget: ADMw funds went down by \$45 per student; 26 in kinder, 74 in 1-5 (only 72 reflected in budget to remain conservative). Poverty factor=3.5, extra 35% for out of district. Classroom aid FTE down to 2.0 (kinder shares one aid due to small class sizes). Budget reflects increase in bus costs; will be reimbursed next year; also includes heat pump/insulation costs.

Payroll: HRA (Health Reimbursement Account; for employees between 0.5 and 0.99 FTE). \$50 monthly; at least 7 hrs. daily=\$100 monthly. Provides assistance to employees for healthcare expenses. \$5500 yearly for all eligible employees—does not roll over. Included NWCEO dues, 990 Report into budget. Increase in cleaning costs over summer. Additional training funding--\$500. Change PE teacher from 0.15 to 0.1875

Capital improvements: setting aside money each month for maintenance and repairs, not for replacement. Pull some of the surplus funds yearly to do large projects; funding would be pulled either annually or monthly. Rebates still available on lighting; possible rebates on heating after gym is completed. Gym would cost \$17K to complete, possible rebate of \$6-\$7K. Possible issues with electrical system? Where and how can we benefit with more circuits/outlets? 2 outlets on separate circuits. Another potential problem with metal playground cover. Never received a bill from the district for bussing last year (\$6K).

Erik moves to adopt budget B; Melissa 2nds. All 5s

HRA Plan document shows benefit levels 1 and 2. Erik moves to approve HRA for staff; Betsy 2nds; all 5s.

Changes in benefits plan; default plan w/higher deductible; employees can opt to pay an out-of-pocket difference for a lower deductible. Premium only plan (POP) provides a non-taxed option. Erik moves to approve POP plan for staff, Melissa 2nds; all 5s.

Approval of revisions to RACID; continue with a review of Mission/Vision statement

Betsy moves to approve mission/vision statement; Melissa 2nds; all 5s.

Erik will submit a copy for records.

MCCS will be presented with Green school certification by Allied Waste on Wed. 9/12; need volunteers to help with recycling and green school projects. Can lead to Oregon Green school certification.

Dan and Betty are keeping notes on what their positions will entail to work into job descriptions for their positions.

Next 509J board meeting on 9/24; Dan will present our annual report to the board.

Talk more about attendance; being sure that attendance as correct. Each day shows as 2 parts, so 1 absence reflects as 2; improving attendance communication, recording and reporting.

Parent concerns about timing of possible bus route changes; it shouldn't change more than about 10 minutes. Erik moves to authorize Dan to make proposed changes to bus route; Melissa 2nds; all 5s.