

FINAL
(Approved 2/12/15)

Inavale Community Partners
Board Meeting Minutes
January 15, 2015

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ICP Board Meeting called to order at 7:05pm in the MCCS Staff Room

In Attendance: Erik Swartzendruber, Dan Hays, Tim Martin, Melissa Harris, Barb Holt, James Anderson, Leann Eagles-Smith, Kelly Bell (7:20), Dave Buchanan (7:40)

Summary of Votes:

Motion to approve the minutes of December 4th and November 13th. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Motion to nominate James Anderson to join the ICP Board. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Public Comments: None

Approval of Minutes: Approval of November and December minutes.

Motion to approve the minutes of December 4th and November 13th. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Reports:

509J Report: Kevin Bogatin will visit MCCS sometime this month.

PTO Report: Formal PTO has been established with presiding officers. PTO has expressed interest in reviving the lunch program.

Budget Report: Over budget on administrative salaries, specifically for Leann's time for technology upgrades. Erik said we should consider budgeting funds in the future for technology maintenance. Leann has completed much needed technology upgrades. Reviewed budget changes. Leann, Dan, Kelly and Dave were present for the internal financial audit in December. All went well.

Leann will add computer expenses to the budget (expenses approved on November 4th). Leann will also provide an overview of the budget for Board review.

School Report: Enrollment is at 101, which is 3 less than what has been budgeted for. Teachers and staff are working on Love and Logic training. Dan handed out parent Love and Logic booklets for the Board to see. Teachers are preparing for conferences and evaluations. STAR is being used to see what student growth rates

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are, and to help prepare for report cards and conferences. Dan and Barb will be working to have report cards reflect the Common Core standards.

Discussion and Decision:

Board Membership: James Anderson has applied to join the Board. Board members have had time to review his application and are all in favor of approving his nomination.

Motion to nominate James Anderson to join the ICP Board. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Erik will set up a time to conduct an orientation with James. Melissa will send orientation documents to James. Leann will add James to the board email.

ED/Board Review: Discussed revising the ED evaluation to better reflect the role of the ED. Discussed adding a “goals” section. Melissa used an ED evaluation template from the Center for Nonprofit Stewardship to create a draft of an ED evaluation tailored to the ED's role at MCCS. Melissa will send out a copy of the draft evaluation and the board and Dan will provide input for additional revisions. The goal is to have ED evaluation revisions complete by February so the evaluation process can begin. The Board also needs to have staff, community, and board members complete a Board evaluation.

Board Training: Several Board members have received extensions to finish their online training. Board members report that the online training provides good information, but is very boring. CNS offers an annual January board training with various sessions, including a session for new board members. Discussed possibly going this route next time instead of doing the online training.

Class Configurations: Projected student numbers per each grade next year are as follows: 1st = 16, 2nd = 19, 3rd = 21, 4th = 17, 5th = 15. Dan suggested that dividing the classes as follows would provide the best class configurations/class numbers: K, 1/2, 2/3, 3/4, 4/5. The projected numbers per class next year if arranged this way would be: K(16), 1/2(22), 2/3(23), 3/4(20), 4/5(23). Melissa asked how having kindergarten numbers at 16 was working in the classroom as well as for student numbers/progression through the higher grades. Discussed the pros and cons of increasing the kindergarten to 18 or even 20. Discussed recruiting students for grades 4 and 5.

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Calendar/Action Items: Melissa will work on two final policies including the Accountability Calendar and Eligibility for Becoming Salaried. Jennine compiled a policy and procedure binder that includes all revised policies and procedures as well as signature pages for each policy or procedure. By successfully organizing all policies and procedures, Jennine has made them easily accessible to both staff and Board members. Tim talked about organizing a spring work day.

Meeting adjourned at 8:50pm

Minutes taken by Melissa Harris

ACTION ITEMS:

New from January 15, 2015:

AI-1: Erik will set up a time and conduct a Board orientation with James.

AI-2: Melissa will send orientation documents to James.

AI-3: Leann will add James to the board email.

AI-4: Melissa will send out a copy of the draft evaluation to the Board and Dan.