

Inavale Community Partners  
Board Meeting Minutes  
January 9, 2014

ICP Board Meeting called to order at 7:05 pm

**In Attendance:** Erik Swartzendruber, Elisa Fairbanks, Kelly Bell, Leonne Bannister, Dan Hays, Melissa Harris, Janice Thompson, Leah Gorman

**Summary of Votes:**

**Motion to approve** the minutes of December 12, 2013. Erik moves; Janice seconds; passed 5, 5, 5, 5.

**Motion to approve** revision C to Procedure 00006 "Procedure for Internal Financial Audit". Erik moves, Janice seconds; passed 5, 5, 5, 5.

**Public Comments:** None

**Approval of Minutes:** Approval of December minutes.

*Motion to approve* the minutes of December 12, 2013. Erik moves; Janice seconds; passed 5, 5, 5, 5.

**Reports:**

**PTO Report:** PTO meeting will be next week. PTO is purchasing a kiln for the art room.

**School Lunch/Kitchen:** Nothing to report.

**509J Report:** Meeting next week. At this meeting, the 509J Board will discuss and vote on the Charter Renewal for MCCS.

**ICP Treasurer's Report:** No financial activity. Need to make sure signature card for the account at Citizen's Bank is signed by two remaining board members.

**Budget Report:** Nothing significant to report.

**Board Report:** Enrollment is holding steady, but there is more coming and going than last year.

Erik asked Leonne if she felt her current hours meet the demands of her workload. Leonne said having a few more hours per month would allow her to provide

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preventative behavior education in addition to meeting the needs of her student caseload.

All teachers will be gone on the 22<sup>nd</sup> for a math training. Dan mentioned how important this training will be to help unify the teachers on math curriculum and instruction. There is a reading training that would be beneficial, but finances may limit the number of teachers that could attend. All board members expressed deep interest in financing staff trainings so all teachers can attend the upcoming literacy training. Leah said there was also a Love & Logic training being offered at the same time that some staff were interested in attending.

Some recent personnel costs have had a minor effect on the budget.

District interactions include working on a detailed technical report as well as the Charter Renewal process.

Kevin expressed concerns about attendance and questioned the accuracy of the attendance numbers reported. Leah believes attendance is a big issue. Attendance issues do affect MCCS's academic performance. Whether or not the attendance numbers are completely accurate, there is certainly room for improvement.

Discussed the teacher's improvement plan regarding attendance.

Elisa: Does the teacher's plan address attendance issues?

Dan: Yes, it does. The improvement plan sets a goal for increasing attendance and provides a specific attendance percentage to be obtained, but does not describe exactly how this will be achieved.

Art integration is progressing.

The gym roof is still on track to be replaced this summer. The heat pumps performed very well during the cold weather. Compensation from insurance is still underway and progressing well.

**Discussion and Decision:**

Hiring for the 1/2 teaching position is progressing. The job posting has closed and the selection process is beginning. Dan will be putting together a hiring committee. Candidate observations will take Wednesday and Thursday of next week and interviews and committee deliberation will take place on Friday of next week. Will a board member need to be on the hiring committee? ICP policy requires at least one board member to be present. Board meeting to discuss and ratify the committee

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decision will be at 4:30pm Friday, January 17<sup>th</sup> 2014. Reviewed Policy 00011 section 1.6 concerning the consideration of an in-house candidate.

Elisa revised Procedure 00006 to include some recommendations obtained during the financial audit.

*Motion to approve* revision C to Procedure 00006 "Procedure for Internal Financial Audit". Erik moves, Janice seconds; passed 5, 5, 5, 5.

Charter Renewal process this time is significantly smoother than last time. Wording will have to be reworked regarding new Common Core testing requirements. Charter Renewal process will likely be resolved by April.

Melissa: Are parents aware of the role consistent attendance plays in helping children learn and succeed academically? Would it be helpful to communicate this to parents?

Dan: It would be helpful to communicate the importance of attendance to parents. Communicating this with parents is something we can work on. Discussed ways to effectively communicate to parents how important it is for children to be present at school.

Melissa: Some parents are concerned about an emphasis being placed on test scores. But do parents realize that our performance on standardized tests can directly effect whether or not we are rechartered? In Kevin Bogatin's Contract Renewal Recommendation, he pointed out that our test scores are not "at or above" those of District students in the same grade level as our charter agreement promises, and says our charter can be terminated if our test scores are lower than the District's for two consecutive years.

Discussed educating parents about our charter agreement with the District and working to make sure we are all on the same page as to how to best meet the needs of our students.

Meeting adjourned at 8:25 pm

Minutes taken by Melissa Harris

**ACTION ITEMS:**

New from January 9, 2014 minutes:

Approved 2/13/14

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**AI-1:** Dan will ask Janine to add new procedure to the policy/procedure manual at MCCS.

**AI-2:** Melissa will send new policy/procedures to board, ED; add new procedure to website and put information on MCCS homepage.