

FINAL
(Approved 3/13/14)

Inavale Community Partners
Board Meeting Minutes
February 13, 2014

Page 1 of 5

ICP Board Meeting called to order at 7:10pm

In Attendance: Erik Swartzendruber, Dan Hays, Kelly Bell, Melissa Harris, Janice Thompson, Dave Buchannan, Leonne Bannister, Leah Gorman, Kristina Rosenbaum, Kelly Bell, Melanie Kelly, Nell O'Malley, Elisa Fairbanks, Guy Davis

Summary of Votes:

Motion to approve the minutes of January 9, 2014. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Motion to approve the hiring committee's recommendation. Erik moves; Janice seconds; passed 5, 5, 5, 5, 5, 5.

Public Comments: Leah expressed thankfulness on behalf of all the teaching staff for the Board's support of recent teacher trainings.

Approval of Minutes: Approval of the January Minutes.

Motion to approve the minutes of January 9, 2014. Erik moves; Dave seconds; passed 5, 5, 5, 5, 5.

Reports:

School Lunch/Kitchen: Kristina reported on the hot lunch program. Budget report from Elisa shows program is \$1,500 in the negative. With \$2,400 carryover from last year, program is approaching the red. Looking for ways to cut costs: reduce costs for cleaning service, discontinue payments to OSU Dietetics club after winter term, etc. Lunch production this year has been significantly more expensive than last year. Looking into other options such as offering cold lunch vs. hot lunch.

The Cunninghams, who currently are contracted to provide MCCS lunches, are dealing with health issues that require life changes. Are committed to meeting obligations, but will not continue into next year.

Fire Marshall has determined that an ansul system is required for kitchen to meet code. Dan received estimates that indicate this will cost close to \$21,000. Without ansul system, stove would also be unusable for school/teacher use. Crock pots and toaster ovens can be used instead to meet lunch most production needs.

FINAL
(Approved 3/13/14)

Inavale Community Partners
Board Meeting Minutes
February 13, 2014

Page 2 of 5

After discussion, Board Members not supportive of spending \$21,000 on the ansul system. The goal is to continue to provide hot lunch through the end of the school year and revisit the topic again at that time.

509J Report: Dan, Elisa, Erik and Barb attended the 509J meeting about MCCS rechartering. Kevin presented the 509J Board with the District's position on MCCS charter renewal – District was in favor of rechartering.

509J Board expressed concerns over test scores. MCCS charter agreement states MCCS students will score at or above test scores of 509J students. MCCS did not meet this charter agreement requirement this year in reading or math. Judy Ball voted against rechartering due to MCCS failing to meet target math scores for the 3rd year in a row. Remaining 6 board members voted in favor and motion passed to renew MCCS charter.

509J Board also concerned about low ICP Board Member numbers. Erik assured them membership has increased. Discussed setting a new minimum for Board Membership. Minimum is now 3 and should most likely be increased to 5.

Kevin Bogatin provided Dan with a copy of the Principles and Standards for Quality Charter School Authorizing (2012) as tool for providing a more thorough schematic for evaluating MCCS other than just test scores.

Discussed ways to document student and school achievements. Dan will be working on organizing a reporting system.

Report on Nonprofit Training: Both Elisa and Melissa attended the 10th Annual Nonprofit Board Training offered by the Center for Nonprofit Stewardship. Elisa shared some of the resources for board development that the training offered. Melissa mentioned the session on policies that provided important guidance. Both emphasized the importance of reviewing, updating and revising MCCS policies and procedures. Elisa purchased the policy session DVD and workbook for ICP Board use and training.

ICP Treasurer's Report: No changes.

Budget Report: Net income is projected to end at zero due to decreased ADMw and increased salary costs. Aide time for SPED is not being reimbursed at level originally hoped for.

FINAL
(Approved 3/13/14)

Inavale Community Partners
Board Meeting Minutes
February 13, 2014

Page 3 of 5

Insurance reimbursed MCCS for \$14,000 for repairs even though it only cost MCCS approximately \$8,000. Extra dollars given were due to projected cost of replacing art room rug, even though replacement has not occurred.

MCCS has \$5,500 in unrestricted donations that can be used. Due to \$117,000 carryover from last year, there is approximately \$67,000 available for roof repairs and other needs.

Leah encouraged the Board to support artists in residence. The Corvallis Arts Center is not funding this program anymore and it is valuable for children to experience this. Discussed how this program is consistent with the MCCS mission and vision. Kelly mentioned the importance of ensuring that academics are strengthened with school funds. Discussed how integration of art into MCCS academics is vital to achieving both strong academic growth and vital student exposure to art. Board expressed support for funding of artists in residence program. Erik mentioned \$2,500 as a possible figure for Board approval.

Board Report: Student numbers will change when next year rolls around, but we must still determine best class configuration. Staff are in favor of keeping two 1/2 classes, one 3/4 and one 4/5. The third grade numbers are a concern, but numbers may change.

Dan and Michelle both recommend moving Kindergarten cap to 16 vs. 14 and having an assistant. Half of the assistant salary would be funded by Kindergarten ADMw.

Teacher Trainings have been very helpful. The staff are especially excited about the Love and Logic training. MCCS is currently applying to become a Love and Logic Institute and would receive additional training for staff and families in exchanges for providing research statistics on the effects of Love and Logic on school/student dynamics.

Dan expressed concern about continuing the hot lunch program next year due to the high cost of replacing ansul system and the uncalculated costs which include a large workload for staff, office paperwork and volunteer time taken away from the classroom setting. Discussed the importance of directing funds to strengthen other areas.

Guy mentioned an unsafe incident that occurred at the Lincoln bus stop. A child was left alone due to parent being tardy to arrive for pick-up. Expressed concern that bus driver left child rather than taking child back to the school.

FINAL
(Approved 3/13/14)

Inavale Community Partners
Board Meeting Minutes
February 13, 2014

Page 4 of 5

Discussion and Decision:

Head Teacher Hiring – Hiring Committee previously communicated Head Teacher candidate recommendation to Board. No Board Members expressed desire to retire to executive session for discussion.

Motion to approve the hiring committee's recommendation. Erik moves; Janice seconds; passed 5, 5, 5, 5, 5, 5, 5.

Policy/Procedure Discussion – Melissa discussed possible policy revisions and will send a list of policies and recommended revisions to the Board. Kerry Richey contacted both Dan and Melissa about policy regarding required staff trainings. Discussed the online program SafeSchools that the District uses. Is it possible for MCCS staff to take part in this training via the District?

Discussed policies that need to be added: Required Staff Trainings, Sexual Harassment, Reporting of Child Abuse, and Document Destruction and Retention. Melissa will seek additional guidance from OSBA. Kerry Richey has also offered her assistance. Melissa has started writing these polices and will send out drafts to Dan and the Board.

Classroom Configuration – Current student cap is at 110. Discussed some of the benefits of keeping class configurations the same as they are currently. Discussed trends in student comings and goings: more students apply for K through 2nd while few students apply for 3rd through 5th. Why are kids leaving in the higher grades? Can we collect exit interviews? What about exit interviews for 5th graders and their parents? Some likely leave due to concerns over adjustment from small school to a large middle school setting. Can we build a bridge program to help ease concerns about this transition?

Charter Renewal Review – See “Board Report” above.

Meeting adjourned at 9:20pm

Minutes taken by Melissa Harris

ACTION ITEMS:

New from February 13, 2014 minutes:

FINAL
(Approved 3/13/14)

Inavale Community Partners
Board Meeting Minutes
February 13, 2014

Page 5 of 5

AI-1: Melisa will e-mail Principles and Standards for Quality Charter School Authorizing (2012) to the Board.

AI-2: Melissa send out policy drafts and suggestions for policy revisions.