

# FINAL

Inavale Community Partners  
Board Meeting Minutes  
March 13, 2014

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ICP Board Meeting called to order at 7:10pm in the MCCS Community Room

**In Attendance:** Erik Swartzendruber, Elisa Fairbanks, Leonne Bannister, Jennine Livengood, Melissa Harris, Josh Phillips, Kim Phillips, Leah Gorman, Dave Buchanan, Kelly Bell (via phone conference from 8:15-8:25pm)

## **Summary of Votes:**

**Motion to approve** the minutes of February 13, 2014. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Motion to raise** the kindergarten cap from 14 to 16 for the 2014/15 school year. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Motion to approve** April 10<sup>th</sup> and 11<sup>th</sup> as snow makeup days. Erik moves, Dave seconds; passed 5, 5, 5, 3 (Kelly).

**Public Comments:** None

**Approval of Minutes:** Approval of February minutes.

*Motion to approve* the minutes of February 13, 2014. Erik moves; Dave seconds; passed 5, 5, 5, 5.

## **Reports:**

**PTO Report:** The MCCS Talent Show was a huge success. It was well managed and there was high student participation. Still waiting to see what the event brought in financially. The next PTO event will be a picnic at Tyee Winery with a tentative date of May 30<sup>th</sup>. This event would replace the Spring Camp out.

**509J Report:** None

**ICP Treasurer's Report:** Nothing to report. There are ICP funds available to be used if needed.

**Budget Report:** Elisa updated the budget. Budget C was never approved, but there have been enough changes since Budget C was drafted that Elisa has now drafted Budget D. The projected net income balance is -3, 597. Several financial factors reflected in Budget D. 509J is reimbursing less than what was expected for special ed. More funds than originally planned were used for staff training, computer

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consulting, grounds improvement, and staff salaries. Math curriculum expense is less than expected. Projected carryover is 113K, but need to keep 54K (10% carryover). The excess carryover is scheduled to be used to repair the gym roof. Discussed retained earnings. Over budget for art funds for this year, but funding from other sources will help pay for any needs in this area. Board is in favor of paying for ad in the GT for Spring (but not Fall).

**School Report:** Numerous applicants for kindergarten—30 students. Dan recommends keeping class configuration the same for next year and also recommends moving kindergarten cap to 16. Proposes having school on normal conference days—April 10<sup>th</sup> and 11<sup>th</sup> like the district, but not adding additional minutes to school days. Recommends not adding days at the end of the school year. Administration team being developed.

Dave asked if new trees have been planted where other trees (near the track) were taken out. Leah said native trees were planted. Kim mentioned branches that need to be removed for safety reasons.

Math training has been very helpful and teachers are using what they learned in their classrooms. Couldn't attend reading training due to weather, but did attend Love & Logic training. Several staff will be attending a training on interventions for students with Autism, sensory issues, ADHD, etc.

Tim Martin helped get three bids for the gym roof. Two different approaches: can remove entire roof or lay new roof on top of old roof. Two different materials can be used. TPO is less toxic and longer lasting than PVC. Five year warranties on workmanship, 20 year roof. Dave asked if structure can handle extra weight of laying new roof over the old. Tim's recommendation is to do the overlay with the 60 mil TPO. Will vote on roof bid at April meeting. Reviewing improvements for the pump house and water filtration system.

**Discussion and Decision**

**Board Training:** Center for Nonprofit Stewardship provides 10 minute Board activities. Ten minute activity used this meeting: "Board Officer Succession Planning". The goal of this activity is to help the Board think about developing future Board leadership. Everyone present completed worksheets, which will be reviewed at the April meeting.

**Classroom Configuration:** Staff would like to keep current class configuration to help maintain stability and consistency. Dan has recommended moving

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kindergarten cap up to 16 and adding an assistant. Michelle is advocating for an assistant for kindergarten. Board is in favor of increasing cap for kindergarten to 16 students. The benefits of adding an assistant outweigh the drawbacks of increasing class size. A kindergarten class size of 16 is still very small.

*Motion to raise* the kindergarten cap from 14 to 16 for the 2014/15 school year. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Traffic Safety Light:** Dave is concerned about safety and road traffic near MCCS. Dave would like to get the blinking yellow light working. Dave spoke with Trooper Dale about light and signs. Trooper Dale said that there would need to be two blinking lights or two signs (for traffic approaching both ways), and that we can't just have one light or sign. Apparently tickets written would likely not be dismissed in court if only one light or sign exists. Trooper Dale recommends lights as the most effective way to reduce traffic violations in school zones. He reported that only four traffic citations have been given out in the Kings Valley Charter School zone compared to fifty traffic citations in the MCCS school zone. Trooper Dale cites the KVCS blinking yellow light for reduction in traffic violations.

Dave consulted an electrician about electricity for the lights. Solar power is also an option. Leah suggested asking for financial support or the light project for Consumer's Power. Discussed contacting County to repaint "Slow, School" on the pavement and also ask for speed bumps.

Elisa suggested purchasing flags to make drivers aware of the school zone. Elisa will look into cost of flags.

**Gym Repair:** See above School Report. The Board will approve funding for gym roof repair during the April meeting.

**Policies/Procedures:** Will advertise in the "Highlights" for community members to help serve on the policy/procedure committee. A committee will gather to edit policy drafts and prepare final drafts for review and approval by the Board. Final drafts of all policies and procedures will be sent out to staff and Board members.

**Employee Contract Issue:** A contract was completed for an employee for .5 FTE, even though the budget and Board had approved the position for only .25 FTE. Discussed edits to the draft of new policy for New Employee Contracts. Leonne concerned that Board should not be too involved in reviewing contracts. Elisa suggested that the policy state that the Board is responsible for appointing someone to review all contracts. Add to RACID chart. "Highlights"—ask for MCCS community

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member or members to join the Board and take leadership roles such as board liaison, and grant writer.

**Calendar:** Most Board members in favor of having school on normal conference days—April 10<sup>th</sup> and 11<sup>th</sup> like the district, but not adding additional minutes to school days. Teachers will schedule conferences for parents who request them. May hold an event to showcase what students' are accomplishing in the classroom.

*Motion to approve* April 10<sup>th</sup> and 11<sup>th</sup> as snow makeup days. Erik moves, Dave seconds; passed 5, 5, 5, 3 (Kelly).

Meeting adjourned at 9:02pm

Minutes taken by Melissa Harris

### **ACTION ITEMS:**

New from March 13, 2014 minutes:

**AI-1:** See about removing dangerous branches that pose a safety threat.