

DRAFT

Inavale Community Partners
Board Meeting Minutes
Jun 4, 2015

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ICP Board Meeting called to order at 7:02 pm in the MCCS Staff Room

In Attendance: James Anderson, Kim Phillips (left @ 9:30pm), Josh Phillips (left @ 9:30pm), Dan Hays, Beth Schuff (left @ 9:30pm), Barb Holt (left @ 9:30), Michelle R. (left @ 9:15pm), Erik Swartzendruber, Tom Day (left @ 9:30pm), Tim Martin, Dave Buchanan (left @ 9:30pm), Kelly Bell (arrived @ 7:30pm)

Summary of Votes:

Motion to add an additional \$11,000 to the 2015-16 budget to be allocated toward educational assistants and an additional math teacher. Melissa moves; Tim seconds; passed Kelly (5), Tim(5), James(5), Melissa (4), Erik (4).

Motion to amend Bylaws to include a new minimum of 5 board members. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Motion to appoint James Anderson as vice-president. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Motion to approve up to \$20,000 to replace a section of the roof from additional non-budget funds. Erik moves; James seconds; passed 5, 5, 5, 5, 5.

Motion to amend Procedure HR00011 to waive the requirement that candidates teach a class during the interview process when school is not in session. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Motion to fund the benefits of any teachers leaving through August. Erik moves; James seconds; passed 5, 5, 5, 5, 5.

Motion to renew the contract with Dan Hays for the position of Executive Director for the 2015-16 school year. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Public Comments: None

Approval of Minutes:

Reports:

509J Report: The 509J Business Manager is leaving.

ICP Treasurer's Report: Nothing to report.

PTO Report: Beth from the PTO reported. Planning for the Spring camp out is going well. Wildlife Stewards went very well and many people volunteered. Erik asked about having the PTO budget \$200-300 per year to help with the school garden. The PTO is looking into bringing the tasting table back to MCCS. Current PTO officers will continue on next year. Tim suggested adding more structure into the PTO so that the PTO would continue to thrive when there is PTO officer turn over. Organization of PTO activities and infrastructure has been a priority in order to promote sustainability and consistency. James asked if the PTO could help with volunteer coordination. Erik suggested a grounds cleanup day to help with outside maintenance.

School Report: Enrollment is at 105 for next year. Enrollment keeps shifting. Several 4th graders have left because their parents are concerned about providing an earlier transition to MS. Staff fatigue due to end of the year events, stress, etc. Leann sent current budget information. Dan has only received one bid for the roof from Alamo, but both he and Morgan like the bids and the company's plans for repairing the roof.

Budget Report and Discussion: Erik invited teachers to discuss their requests for an additional math instructor and kindergarten assistant. Kim said it would be very helpful with the Bridges curriculum to have an additional math instructor so that teachers would only be responsible for teaching one grade vs. two grades. Kim explained that due to the methods of the Bridges curriculum, combining two grades per class is challenging and redundant for students. Planning curriculum for two grades vs. one currently takes time away from preparing for other subjects. James asked if a non-classroom teacher already employed by MCCS could take over these duties and what this would look like. Because the position is .5 FTE, Dan will need to publicly advertise the position.

Melissa asked about having Barb take on math instruction as part of the Head Teacher position. Discussed the two curricula currently used: Bridges and Everyday Math. Melissa expressed concern about spending money on additional staff when there are looming infrastructure projects that MCCS needs to save money to complete. Tim wants to be conservative and take care some infrastructure projects, but understands how teachers could benefit from having an additional math instructor. Dave said he feels that math is very important and is strongly in favor of adding a quarter time math teacher. James asked about ability grouping vs. grade grouping. Kim pointed out that developmental maturity is very important and moving kids up a grade due to ability readiness is often problematic for their developmental readiness.

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Discussed if there are areas in the budget that can be revised to free up funding. Tim expressed concern about adding a permanent math position due to budget issues and asked if having an additional math teacher would be enough to help strengthen the program, even if it was only for one year. Melissa asked how having Barb taking one math would affect her current work load. Barb does a lot of work with students who need extra support, IEPs, etc. Teaching and prepping for math would reduce her availability to work with other students. Kelly pointed out that, regardless of legitimate reasons, it all comes down to a question of spending 10K and if that fits into the budget or not. Dave and Melissa asked about infrastructure projects and time line. Two roof sections (45K), play shed roof (6K) and well pump system (11K) should be done in under 5 years/within 3 years @ 62K total. This is about 20K per year over the next 3 years. Straw vote: Erik, James and Tim a soft yes. Dave a strong yes. Melissa and Kelly a soft no due to budget numbers.

Michelle said that having an aid is important for next year due to it being the first year of full day kindergarten. Michelle is most concerned about the beginning of the school year because kindergarteners need extra support when they're first adjusting to school. Discussed the possibility of moving assistants around to support teachers as needed, which could provide Michelle with the support she needs without having to hire another assistant. Melissa asked what could be done to free up additional funds for math as well as the minimum number of assistants needed to provide support to all the classrooms. Michelle would like to have a .5 assistant at the beginning of the year. Dan mentioned some concern about enrollment dropping in 4th grade and its effect on the budget. Discussed approving an 11K plus current assistant hours and giving Dan the flexibility to arrange assistant hours and math teacher time as appropriate to meet these needs. Beth indicated that the PTO would like to contribute to some of the infrastructure needs. Discussed having PTO fund the play shed roof, which would free up 6K. Beth also mentioned tapping various resources in the form of grants to cover some infrastructure projects.

Board is in favor of adding 11K to the budget in addition to the already approved classroom assistant FTE of 2.0 with the understanding that Dan will use the additional funds to provide classroom assistant aid to all teachers as needed, as well as a certified teacher to provide math instruction support. The Board emphasized that the addition of a math instructor will be for the 2015-16 school year only.

Motion to add an additional \$11,000 to the 2015-16 budget to be allocated toward educational assistants and an additional math teacher. Melissa moves; Tim seconds; passed Kelly (5), Tim(5), James(5), Melissa (4), Erik (4).

Discussion and Decision:

Review of Bylaws, Conflict of Interest: Discussed and signed conflict of interest agreement. Kelly declared her employment as the school librarian as a conflict of interest. Erik declared that he works for Gaia Landscapes who sometimes does work for MCCA, which could be a potentially be conflict of interest. No other board members have a conflict of interest.

Need to amend Bylaws to increase minimum board membership from 3 to 5.

Motion to amend Bylaws to include a new minimum of 5 board members. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Motion to appoint James Anderson as vice-president. Erik moves; Tim seconds; passed 5, 5, 5, 5, 5.

Melissa will send the approved Bylaws to board members for electronic signatures.

Capital Expenditures: Discussed approving funds to replace the first section of the membrane roof.

Motion to approve up to \$20,000 to replace a section of the roof from additional non-budget funds. Erik moves; James seconds; passed 5, 5, 5, 5, 5.

Calendar/Action Items: None

Retire to Executive Session at 10:00pm under ORS 192.660 (2) (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Return from Executive Session at 10:15pm.

Discussed amending Procedure HR00011 to waive the requirement that candidates teach a lesson as part of the interview process when school is not in session. This would alleviate the difficulty of recruiting children to be present during candidate instruction. Dan also pointed out that candidates who teach the children in the morning when they are fresh have an advantage over candidates who teach later in the day when children are tired, which is unfair.

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Erik reminded the board to fill out the auditors questionnaire, which was sent out on May 14th.

Discussed rescheduling the July meeting for the 16th.

Meeting adjourned at 10:30pm

Minutes taken by Melissa Harris

ACTION ITEMS:

New from June 4, 2015

AI-1: Melissa will send the approved Bylaws to board members for electronic signatures.