

ICP Board Meeting called to order at 7:10pm

**In Attendance:** Elisa Fairbanks, Erik Swartzendruber, Betsy Dasenko, Leonne Bannister, Dave Buchannan, Melanie Kelley, Leah Gorman, Guy Davis, Kelly, Bell, Kim Phillips, Josh Phillips, Melissa Harris, Tim Martin

**Board Membership:** Two applicants have submitted applications and met requirements to become ICP Board Members—Kelly Bell and Dave Buchannan. Kelly Bell is being paid for her work in the library and the Board must vote to recognize this conflict of interest. Kelly will recuse herself from any vote related to the library.

*Motion to acknowledge* the conflict of interest cited by Board candidate Kelly Bell. Erik moves; Betsy seconds; passed 5, 5, 5.

Kelly says she is interested in curriculum alignment and improvement in communication at MCCS.

Dave interested in concept of community school. Wants to get more grandparents involved financially. Asked if newsletters are being sent to grandparents of current students.

*Motion to approve* Dave Buchannan and Kelly Bell as new ICP Board Members. Erik moves; Melissa seconds; passed 5, 5, 5.

Betsy Dasenko is resigning and ICP Board Vice President. Has served on the Board for 2.5 years and wishes to spend more time volunteering in MCCS classrooms.

**Summary of Votes:**

- **Motion to approve** the minutes of June 13<sup>th</sup>, July 15<sup>th</sup> and August 8<sup>th</sup>. Erik makes motion; Betsy seconds; passed 5, 5, 5.
- **Motion to acknowledge** the conflict of interest cited by Board candidate Kelly Bell. Erik moves; Betsy seconds; passed 5, 5, 5.
- **Motion to approve** Dave Buchannan and Kelly Bell as new ICP Board Members. Erik moves; Melissa seconds; passed 5, 5, 5.
- **Motion to approve** expenditure of \$300 for ICP laptop. Erik moves; Dave seconds; passed 5, 5, 5, 5.
- **Motion to approve** Budget B with wage and salary increases. Erik moves; Dave seconds; passed 5, 5, 5, 5.
- **Motion to approve** the HRA and POP plan adoption. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Public Comments:** None.

**Approval of Minutes:** Approval of minutes from June, July and August.  
*Motion to approve* the minutes of June 13<sup>th</sup>, July 15<sup>th</sup> and August 8<sup>th</sup>. Erik makes motion; Betsy seconds; passed 5, 5, 5.

**Reports:**

**PTO Report:** Thank you sent to Tyee Winery—Meet & Greet went very well. Some new parents attended PTO meeting. Trying to find room parents. PTO suggesting Giving Thanks Celebration be held on Friday, November 15<sup>th</sup>. Leah mentioned thanking volunteers and community members at this time.

PTO requested making a suggestion in the newsletter that each family volunteer a minimum of 2 hours per month at MCCS. Response was favorable to this.

**School Lunch/Kitchen:** About 40 lunches served on Tuesday. Melissa asked if contract with Cunningham's was signed. Gave Dan a copy of contract for signatures.

**509J Report:** Board members have not attended recent 509J meetings. Want to encourage Board members to attend these meetings and be an MCCS presence there.

**ICP Treasurer's Report:** No ICP expenditures. Balance at \$2,300. Laptop for secretary/Board use would be helpful.

*Motion to approve* expenditure of \$300 for ICP laptop. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Budget Report:** ADM rate has increased to \$6,660 from \$6,300. Have carryover of \$46,017 and ending balance projection of \$163,276. Risks include roof and water system. Amount set aside for normal maintenance, but not for major repairs. Sprick has a recommendation for roof repair plan. Replace part of roof next summer possibly. Kelly recommended getting estimate. Tim provided advice. Dan will get quote for whole roof vs. roof sections.

Technology needs. Computers are outdated. Suggestion made to have an IP person come in to do assess and perform repairs on computers instead of replacing them. Discussion about volunteers vs. a professional doing the computer updates. Can district help? Dan will look into option of contracting with district and get quote.

Dan wants financial flexibility for more counseling service hours. Leonne will keep track of time spent in her position to get an idea of what hour changes may be necessary. Will wait to decide on adding additional funding for Counseling Services until October meeting.

Discussed increasing pay for staff including teachers and assistants. Give assistant's more hours instead of increasing per hour pay? Give higher pay for more experience or longevity? Dan talked about importance of transparency and fairness in increasing staff pay increases.

Leah asked about part-time math teacher position and noted that Dan said he is unlikely to fill that position due to issues of fairness. Leah would like to see someone hired to help with math. Melissa asked about math curriculum. Grades 1-4 are doing Bridges and have been to training. Tom is doing Everyday Math and will be trained. Both are common core aligned.

Discussion of getting more books for second 1/2 class. Scholastic funds and budgeted library funds (\$250) can help with this. Erik suggests that teachers should be encouraged to make requests about books, curriculum or other needed items.

*Motion to approve* budget B with wage and salary increases. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Board Report:** Teachers say having Leonne as School Counselor has made a huge difference. Art Teacher Chris Neely has stepped down. A parent who is a retired teacher has volunteered to help in this capacity. Dan will hire for Art Integration Specialist position after things have settled down in the front office.

District is very concerned about having only 3 ICP Board members. But more people are considering joining.

Man from England wants to offer a soccer program at MCCS. First session will be free and additional sessions will be \$40 per four sessions.

Some trees removed including Sweet Gum that was affecting cement.

Dan and Dave met with Thompsons, the Thompson's lawyer and district to discuss building demolition if MCCS no longer exists in the future. District stood by their commitment to the Thompsons and took full responsibility for helping demolish the building. Any remaining MCCS reserves would go to building elimination. Agreement will need to be drawn up by the Thompson's lawyer. No timetable on drafting of agreement—possibly 2-3 months. Both Dan and Dave felt that the district has been incredibly supportive and this is another example of how the district has worked at nurturing their relationship with MCCS.

**Discussion and Decision:**

**HRA & POP:** Discussed HRA and POP plans. New employees become eligible after 1 month of full employment.

*Motion to approve* the HRA and POP plan adoption. Erik moves; Dave seconds; passed 5, 5, 5, 5.

**Discipline Policies:** Parent concerned and said there should be more than one person involved in handling matters of discipline with any given student. Discussed having checks and balances so that student's rights are protected and staff are protected as well. Guy suggested using terminology about a team approach to discipline.

Leah suggested having staff look over policies before approval. Leonne said she would help go over policy changes with staff and answer questions. Melissa will email policies to staff. Will vote on policy changes at October meeting.

**Open Meeting Law:** Overviewed Open Meeting Law. Email discussions are considered open meeting if quorum is present. Some disagreement and confusion about what constitutes quorum for a four-member board.

**Board Development & Recruitment:** Dan talked with Steve Lamb at OSBA about possible trainings. Center for Nonprofit Stewardship in Philomath will be offering board training in January. They are also developing on online training for new board members. Erik will find date to do OSBA training.

Rescheduled October Board Meeting to Tuesday, October 8<sup>th</sup> to accommodate Melissa's schedule conflict.

Adjourned to Executive Session at under ORS 192.660 (2) (a) To consider the employment of a public officer, employee, staff member or individual agent at 9:35pm

Minutes taken by Melissa Harris

**ACTION ITEMS:**

New from September 12, 2013 minutes:

**AI-1:** Dan will get quote from Sprick Roofing for completing the whole roof vs. sections of the roof.

**AI-2:** Dan will look into option of contracting with district for computer technology upgrades and get quote.

**AI-3:** Melissa will email Discipline Policy/Procedure drafts to teachers and assistants.

From August 8, 2013 minutes:

**AI-2:** Dan will contact district to see if they will help subsidize a school counselor for MCCS.