

ICP Board Meeting Draft Minutes Public Session 3/11/2020

Attendance: James Anderson, Karen Steel, Jamie Hahn, Erin McMullen, Megan Irwin, Lester Oehler (note taker), Jennine Livengood, Blake McKinley, Avie Meadows, Shawnde Bausch, Bartees, Brittney Bryant, Megan Albertazzi, Julie Jacobs, Rachel Wolf, Sean Hart, Patrycja Myles, Mark Botelho, Jeff Cygan, Anna Bennett, Tammy Altishin, Saffron Winwood, Hope, Sean Hart

James moves to approve the March 2nd, March 4th, Feb 18th minutes, Erin seconds (5,5,5,5,5)

7:06 Welcome

Public comment: Julie reminder of dine out at Panera this Tuesday. Next month will be Chipotle. Blake wanted to send shout outs to Ms. Avie for her bringing ceramics back to the 2nd/³ grades. It's a great activity, and one we used to do. Ms Avie commented that the class is going well.

Approval of Minutes:

James moves to approve the March 2nd, March 4th, Feb 18th minutes, Erin seconds (5,5,5,5,5)

Mark's Executive Report: Finances-Tonya has started and Karen, Mark, and Jennine have been working with her. Things are mostly transferred, and systems are in place. Grants and other budgetary segments are being worked out. Tonya requested the (existing) paper files, Karen asked if the Board was OK with that? It is presumed that it would only be the current paper files (for the next audit). Mark will find out if she has a fireproof cabinet for them. Ms. Avie asked if Mark, or anyone ever needs access to those documents. Mark will check with Tonya on how far back the records need to go, and how we should get them to her.

Instruction-Lexia reading training is done. Mark will train teachers and input students next week.

Behavior-Teachers have brought up various related issues with students getting off task while in class. Victor is going to talk with the district and see if anything can be done device-wise to help. Black and White List (content filtering), Time constraints, etc. James believes its ESD to contac, not the district, but Mark will explore.

HR-

-Custodian applicants are being reviewed. Mark said we're looking for part-time for cleaning, but also looking for the future.

-Homeroom 2/3: 2 strong candidates for that position. Mark is hoping to set up the selection committee soon.

-Art Teacher, Amy is starting next week.

-Office Manager: A selection has been made. Mark would like to offer the job to Amanda.

Facilities: A lot of progress has been made.

-The tree clean up is scheduled.

-The pump is a problem area. The pipe between the pump and campus was suspected to be leaking. The well company came by, and everything is currently in working order. We have a pump company coming by to look at the old pressure tank in the boiler room on 3/12; the oldest one has sprung a leak on. It is tied into the existing system, and the pipes are suspected to be wrapped in asbestos. It may not be an issue, but we'll find out.

-The alarm system has been upgraded to include the back doors that were not secured.

-The Intercom system is getting an upgrade.

Covid:

Filters-Mark would like to purchase two floor standing consumer grade HEPA filters for the classrooms without windows (The Muskrat Den, Leann's old office). Classes are going to try to be outside most of the time, and students will be wearing masks, distancing, and following the protocols. Mark believes they will be ~\$400 a piece

The school got more PPP, Jeff has checked our stock and things are looking good.

Mark is working with Tonya to work out how to account for the \$20,000 reopening budget.

March 29th is the day everyone has to be back except CDL. The state is working out if families can be in CDL by choice or if they need to have at risk family members etc. This is still fluid. CSD, Philomath and Muddy Creek are currently not planning on any "requirements" or justification by families to remain in CDL, unless directed otherwise by the State/District.

Mark: there will be lots of factors to consider, such as LIPI, bussing routes and locations etc. A survey will go to the parents and gauge their preferences. If there are too many doing one or another (CDL in-person, LIPI), then staff will have to make adjustments. After the survey cohorts can be made.

Karen asked about morning vs. afternoon in-person. Mark: there are pros and cons, the teachers debated and voted and felt afternoon was best. Meghan chimed in and said that this way, the academics and schedule can stay consistent, and the in-person can be a kind of bonus reward.

There will be one bus in the am, two in the morning. There should be enough busses, but waiting on final confirmation from the bus company.

After all the considerations, guidelines, teachers, students, cleaning, bathrooms, recesses, and IS availability, Mark feels like this is the best possible route for us. Avie seconded the sentiment.

Mark: There could be just one cohort in a specific grade, that would allow them to come 4 days a week, but it won't be determined until the surveys are completed. Also, if they lower the sq. foot spacing requirements, each grade could be its own cohort.

Mark stated wants an option for families that don't feel safe to do CDL, and unless there is a mandate for that to not be an option, he's committed to it.

Karen: Asynchronous Wednesdays will continue, K-1, all students will be in person 4 days a week (save for the CDL students). CDL students will primarily be off in the afternoon. If the teachers are teaching in the afternoon in a classroom, could that be available to the CDL students? Karen appreciates the time

and effort to get this far. Mark: Possibly, if the teacher was teaching in the classroom. If the class is outside, less likely.

Erin: Questions- Will the LIPI students be on a different path in terms of options/times etc...How does that look? Mark: There will be LIPI students coming in in the morning. It is still a debate if the LIPI students could be there in the Mid (lunch time afternoon period (11-12:45), and the later afternoon session. Right now, the LIPI middle/afternoon schedule is TBD.

Busses: Is there a way to provide students with better PPP for the bus rides? N95's? Mark: the bus has a max of 24 "family unites" per bus. The bus company will be cleaning between trips, and allowed to dry.

Bathrooms: Originally, we talked about porta pots to supplement, space students out, and keep them out of hallways etc. Mark will consider moving forward.

Onsite testing: Mark has registered for training for testing, as is Amanda (OM), and Jeff. Once training is done, kits will be obtained. Testing is only for students that appear "sick".

Hybrid learning: Will Students be required to bring Chrome Books? Mark: That will be up to the teachers.

Jamie: Do we know approx. numbers for LIPI, etc? Mark, we don't really know other than the now dated last round of surveys. James: it's generally around 13%.

What to do with LIPI students in the middle part of the day? Ms. Avie suggested that if volunteers are allowed (which they are not now), they might fill in the middle part. As of now, its not clear what will happen with LIPI students in the afternoon. Meghan chimed in that the teachers are trying to work it out so the LIPI is in LIPI in AM, and in regular cohort the rest of the day, but its complicated.

Ms. Avie Bernadette, the District SPED teacher is not doing any in-person instruction as of now.

Can assistance help with the LIPI students? Answer: Yes, but they are currently working with small groups, but if the have a LIPI student, their attention will go there. Classroom teachers are currently using the assistance for small groups, other tasks.

Lester: Attendance-how will it be taken? If a student is in class in am CDL, and then doesn't come to afternoon are they counted as there? Mark: Right now it's fairly loose how attendance is taken, but the expectation will be similar, and also that the students follow through with their commitments to their agreed upon schedules.

Megan: There is no magic fix here to make everyone happy and satisfied. The staff has done a great job getting this together, and Megan thinks it will work.

James: The conflicting rules and requirements make this a reasonable approach. Is staffing the issue to bridge the mornings and afternoons? Mark: I would like to try this with our existing staff-and see how it goes. James: HJow about curriculum, could we look at other charter schools for a canned supplement. Mark: Our teachers are talented and trained, they will come up with their lessons, even with a canned lesson, our teachers would put their own spin on things. Right now that part doesn't seem to be the major concern. The teachers have the space to do this.

Mark: communication to the parents is next. Teachers will send out a survey to find out what cohort they want their children to be in. Then cohorts will be made, and we'll be off and running.

James: SPED obligations should be explored. The District takes the SPED money, and then administers SPED as they see fit. Let's look into this at a later time.

PTO Report: Dine outs are continuing. Dana is phasing out, and the PTO will need a new President in the future.

Treasurer Report: The budget needs to be to the CSD by June 1 2021. Time cards are now online, and substitutes could be "outsourced" through a service. Mark will be building the budget for next year with Tonya. Tonya recommends our threshold for a second signer to be raised (currently \$500). James suggested alternatively, a % over of a budget line could be set (currently it is set as over \$1000 regardless of the line item budget).

Karen: Most everything else is all set up, and running.

Policy on Extended leave: James is going to investigate; short/long term disability is recommended by Tonya.

Salary schedule for Teacher Assistance: Karen looked at the district for classroom assistance. ~%87 of what the district pays.

James moves to approve the following salary schedule for teacher assistance, Karen seconds (5,5,5,5,5): 13.50 (year 1) 13.91 (year 2) \$14.33 (year 3) \$14.76 (year 4) -15.20 (year 5). Current employees would be stable at these rates.

Permanent ED position: Reopening up this position has been postponed.

Extended leave policy: James suggests removing section 1.2.2 (the referral to other policy HR 30C). For employment we can put them on leave. The Board will discuss this next meeting.

Jennine's Last Day: Erin expressed deep gratitude on behalf of the Board, the students, and staff for all the care, love, and attention to Muddy Creek all these years. The feeling was unanimous. Jennine said the MCCS was in her DNA. Invitations to come back and join the Board were extended.

8:52 Into Executive session for Interim ED committee hiring selection: 192.660.2.a "To consider the employment of a public officer, employee, staff member, or individual agent"

Out of Executive Session 8:57

James moves to approve the Office Manager hire (Amanda Vandenzee) Erin seconds (5,5,5,5,5)

The district might take back SB155 background check processes. Otherwise, the transition appears set to be smooth between MCCS and the district/new office manager. The district sent a letter about who to contact for what, roles, and how relationships can move forward.

Concluded 9:04