

**FINAL**  
(Approved 7/17/14)

Inavale Community Partners  
Board Meeting Minutes  
May 8, 2014

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ICP Board Meeting called to order at 7:05pm in the MCCS Community Room

**In Attendance:** Erik Swartzendruber, Dan Hays, Nell O'Malley (left at 8:35), Janice Thompson, Tim Martin, Mandy Martin, Elisa Fairbanks, Barb Holt, Kelly Bell, Dave Buchanan, Melissa Harris, Leah Gorman (came at 7:20)

**Summary of Votes:**

**Motion to approve** the minutes of April 10, 2014. Janice moves; Nell seconds; 5,5,5,5,5,5 passed.

**Motion to authorize** Dan to dispose of or sell the broiler and stove. Erik moves; Nell seconds; 5,5,5,5,5,5 passed.

**Motion to approve** 2013-14 Budget D and 2014-15 Budget A. Erik moves; Dave seconds; 5, 5, 5, 5, 5 passed.

**Motion to approve** the Insurance Declaration of Trust. Erik moves; Janice seconds; 5,5,5,5,5,5 passed.

**Motion to approve** revision "B" to Policy00016 "Attendance Policy". Janice moves, Erik seconds; 5,5,5,5,5,5 passed.

**Public Comments:** None

**Approval of Minutes:** Approval of April minutes.

*Motion to approve* the minutes of April 10, 2014. Janice moves; Nell seconds; 5,5,5,5,5,5 passed.

**Willamette Grange:** Peggy Goracke was not able to attend the meeting. In an email, Peggy requested that the ICP Board declare that it has no interest in the deed to the Willamette Grange. Peggy also requested the return of \$500 dollars in ICP funds set aside for Grange expenses. Elisa says she is not comfortable handing the \$500 over to a particular person and suggested that these funds should be handed over to the nonprofit entity. Elisa will look into this further. The ICP Board has no interest in the Willamette Grange and rescinds any claim to the deed. Dan will communicate the Board's response to Peggy.

**Reports:**

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**PTO Report:** PTO is working on the Spring Fling Get-Together event, which will be hosted at Tyee Winery. The PTO will not be doing the spring camp out. Erik suggested that kids should be given an explanation for not having a camp out since they were promised a spring camp out earlier in the year when the fall camp out was replaced with another event. Dan will ensure that this is communicated at the all school meeting on Wednesday.

**509J Report:** Charter renewal discussed during Dan's report.

**ICP Treasurer's Report:** No news. Performed an internal financial audit that will be filed in the ICP files. Elisa is in the process of contacting an audit firm. This year and next years budgets need to be reviewed.

**School Report:** Current enrollment is at 98. Enrollment for next year is full at 108. There are waiting lists for every class. Leonne is now working at half-time, which has contributed to overspending in this category. Wildlife Summit occurred today. Dan was impressed with art and penmanship in the projects. Dan said that Elizabeth is doing an exceptional job of integrating art into academics. Kids are using Prezi, an online presentation software to create presentations. Dan will have Morgan develop a K-5 health program for MCCS.

Erik, Elisa and Dan met with Kevin to discuss and work through the charter renewal. Dan also met with Kevin about testing and academic performance related to the Common Core. Although the 509J Board pushed for more academic accountability in the charter, they voted to approve the charter. Dan talked about working on the Thompson property wording in the charter.

The Stutzman roofing bid went from \$18,008 to \$19,995. Asbestos bids were higher than expected 16K vs 10K, which was approved last month. Dan wants the Board to examine the budget to review these additional expenses.

Discussed removal of broiler and stove.

*Motion to authorize* Dan to dispose of the broiler and stove or sell them. Erik moves; Nell seconds; 5,5,5,5,5,5 passed.

Dan handed out examples of math questions for OAKS vs. Smarter Balance. Due to the increased rigor of the Common Core State Standards, test scores are expected to drop substantially across the state. Discussed how implementation of the CCSS will

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affect MCCS and concerns that parents may have. Discussed the importance of the board understanding the effects of adopting the CCSS and implementation of the Smarter Balance assessment.

Dan wants to purchase STAR Assessment software to help track academic progress and help teachers meet student needs. Discussed the benefits to students, staff and families that this software will provide. Staff can use the information to identify where students need support and track student growth. Parents can also access their child's academic growth information. Software cost: \$4K initially and \$2K each year thereafter. The Board expressed support for this investment.

**Budget Report:** For the current budget, ADM has decreased and MCCS is receiving less reimbursement for Special Ed than originally projected. Additional expenses include an increase in school counselor hours, computer consulting, textbooks, staff training, musical instruments and facility improvements. Net income is -48K. Carryover is at 69K. 36K of the 48K is going toward facility improvements. Approximately 12K is due to additional expenses this year. Donations are at 11K. Leah mentioned that art supplies are running low and suggested funds be set aside for this purpose. Elisa suggested not funding play shed roof replacement. Tim said this is likely a lower priority and could be accomplished through volunteer efforts.

Discussed the 2014-15 budget. Elisa plugged in the current ADM to configure budget projections, which could change. New items include the addition of a Kindergarten instructional aide, increasing HT and School Counselor to half-time, increasing the Administrative Assistant to full time, and raises for all staff. The ED position will be down to half-time from  $\frac{3}{4}$  time. Elisa mentioned that adding more half-time staff significantly increases costs and noted that this is not sustainable. She suggested working with the District to negotiate financial and resource contribution to staff training, counseling services, ect. There is no line item for capital improvements, just for repairs. Leah asked about library computers. Dan said the district is giving MCCS updated computers.

Board agreed to exclude the play shed roof from the facility improvements for this summer, which will decrease spending by 6K. Decided to keep asbestos funding the same. Added in 4K for STARS Assessment. Erik suggested not putting art into the budget, but making sure that art is funded. Leah asked about allocations in the budget for art supplies so that Elizabeth could make necessary purchases before the start of next school year. Elisa suggested having Elizabeth write a proposal for the purchase of art supplies to present to the Board for approval.

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*Motion to approve 2013-14 Budget D and 2014-15 Budget A. Erik moves; Dave seconds; 5, 5, 5, 5, 5 passed.*

**Discussion and Decision:**

**Charter Contract Renewal:** Janice explained how her family donated the land that MCCS occupies, which the District currently owns. The deed that the District holds contains a reverter clause, which means that the District is responsible for converting the site to farm-able land and returning it to the Thompson family if the school no longer exists. The Thompson family wants the reverter clause to be present in the new charter agreement. Although the District expressed support for including the reverter clause in the charter agreement, the final draft does not include this clause. The Thompson family wishes to see this clause included in the charter agreement before the ICP Board signs the contract.

Elisa said she felt the building agreement was suppose to be a separate agreement from the charter contract because the charter contract with the District does not address the building. Elisa also mentioned that the District wanted to further explore the financial and legal ramifications related to the reverter clause due to recent changes in charter school law. Dan suggested that an agreement be solidified so that the Thompson family can be assured the land will be reverted. The current agreement is that MCCS is leasing the building from the District for \$1. This agreement is not tied to the charter agreement. Dan will negotiate with the District about adding the clause to the charter agreement.

**Insurance Declaration of Trust:** Discussed Insurance Declaration of Trust. The original was adopted in 1985 and the updated document needs to be adopted by the board.

*Motion to approve the Insurance Declaration of Trust. Erik moves; Janice seconds; 5,5,5,5,5 passed.*

**Attendance Policy:** Discussed additional modifications to the Attendance Policy.

*Motion to approve revision "B" to Policy00016 "Attendance Policy". Janice moves, Erik seconds; 5,5,5,5,5 passed.*

**Policy/Procedure Update Proposal:** Discussed Melissa's assessment of what needs to take place to revise and review policies and procedures, organize these

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documents and establish a procedure to ensure systematic maintenance. The Board determined that this is a priority and is in favor of providing one-time compensation for these services. Erik suggested compensation of approximately \$2K for completing these tasks. The Board will draw up a contract, which will be voted on during the June meeting.

**ED/Board Evaluation:** Erik has been reviewing resources to help with the ED and Board evaluations. Jeane Holmes could be a resource for helping to do the ED evaluation. Dan suggested obtaining suggestions and resources from other principals in the district.

Guy Davis has decided to resign from the Board due to obligations in his personal life. Dan strongly encouraged the Board to fill this vacancy. Tim Martin is a potential candidate for Board membership.

**2014/15 Calendar:** MCCS will likely follow the District calendar for 2014-15. The decision to approve calendar will be deferred until next month.

Meeting adjourned at 9:45pm

Minutes taken by Melissa Harris

**ACTION ITEMS:**

New from May 8, 2014 minutes:

**AI-1:** Dan will respond to Peggy regarding the Grange title.

**AI-2:** Dan will announce the camp out decision the all school meeting.

**AI-3:** Dan will discuss the addition of the reverter clause with the charter with District.

**AI-4:** Dan and Barb will work together to obtain resources for performing the ED evaluation.