

Luckiamute Valley Charter Schools
Board Meeting Minutes
November 16, 2016
6:30 pm Bridgeport Campus

In attendance: Matt Beasley, Jim Gardner, Fred Weisensee, Vicki Avery, Kendall Cates, Steve Diehl, Jenneca Crocker

Meeting open at 6:45

1. Good News

- 1.1 Jogathon raised over \$8000 for K-5 field trips and Mr. Renner was duct taped to the front door. The kids had fantastic fun with this!

2. Consent Agenda

- 2.1 Approval of minutes from October 12, 2016
- 2.2 Approval of minutes from November 1, 2016

Vicki made a motion to accept minutes, Fred seconded, all in favor.

3. Announcements

- 3.1 Spirit Week 14th – 18th
- 3.2 Next Board meeting December 14, 2016

4. Visitors

Lena Calef from PTO, Willamette Pie Sales grossed and over \$5000. They fund activities like pool day and providing lunches for staff during conferences. This is her 3rd year on PTO. They have been working on completing all the documents needed for their 503c non-profit, bylaws and have caught up on past due taxes and filings. PTO manages all the monies for field trips.

5. Reports

- 5.1. Enrollment as of November 11, 2016 is 195.
- 5.2. Board Reports
- 5.3. Profit & Loss Budget vs Actual- October 31, 2016. Board members asked how much of the payroll was for Bonuses. An estimate of \$50,000 was given.
- 5.4 Staffing Report of recommended new hires for contract approval
- 5.5 Dallas Glass & Window Proposal. The work will be scheduled at spring break in order to give notice to parents of the lead requirements and clean up.
- 5.6 Waterlab reports for retesting lead at Bridgeport 1st and 2nd grade bathroom sinks came back within the normal range. Drinking fountains at Pedee were tested and also normal. All lead testing done came back under the recommended ranges.
- 5.7 3 Potential Project Managers will be contacted to see if they are interested in coming to a board meeting to present their proposals. The school may have to apply for an extension if we are not ready to break ground.

6. Healthy & Safe School Plan – Action Item

Fred moves to approve the healthy and safe school plan as presented with the amended position of Steve Diehl as the interim director, Vicki seconds, all in favor

7. Administration Agreement contract for Jenneca Crocker – Action Item

Vicki moves to approve the contract as presented, Fred seconded, all in favor.

8. Future Board Agenda Settings

1. LVCS Board attending the Falls City Board Meeting on December 13th. It was discussed that a relationship to work together for sports, food services, farm to table and the high school would be beneficial for both schools. They have an after school robotics.
2. Salary Increase for some staff members.
3. Board retreat/leadership meeting to look at the future of LVCS to be held on a Saturday in January. Look to OSBA to help facilitate. Contact Kristin Miles
4. Check with OSBA on their model plan of a board goals and evaluation.
5. Farm to school update from staff on committee

9. Public Comments - none

10 Board Policy-First Reading

BBA – Individual Board Member’s Authority and Responsibilities

BD/BDA – Board Meetings

BDC – Executive Sessions

BFC – Adoption and Revision of Policies

JHCA – Physical Examination, Vision Screening/Eye Examination and Dental Screening

Put on consent agenda for next board meeting after changes made

11 Items discussed not on the Agenda

We are in the process of enacting committees for Budget and Facilities . A notification was sent to all staff, board members and parents to solicit members for the committees. We would like to see each committee have a representation from each group. The facilities meeting will take place on December 14th before the Regular Board Meeting. The budget meeting will meet on January 18th before the regular Board Meeting. Vicki Avery volunteered for any committee as needed. The committees will meet once a month, take minutes and report back to the Board with their suggestions.

Questions were brought up about the extended contracts; who is on the leadership team and who is receiving money for the extended contracts? They questioned the fact that a few members were on the team but not receiving any stipends for it. General consensus was the employees on the team should receive stipends. Steve and Jenneca have been discussing the roles and duties of the leadership

team and redefining the scope. There will be discussions on what it will look like and how much should be paid. **Vicki made a motion that we pay the additional people on the leadership team the same amounts as the other members and for it to be reevaluated for the next school year, Jim seconded, all in favor. Monies to be adjusted out of the contingency/ending balance.**

Board took action to assign Steve Diehl as Interim Director for the 2016-2017 School Year. Fred made a motion, Vicki seconded, all in favor. Pay for the position will be discussed at the next board meeting.

The Board talked about what the needs are in order to make it successful for Steve, ie, not being in the classroom, a mentor program, Whitney stepping up to help in the classroom, Jenneca coming out of the classroom a few times a week or adding more staff to help cover? Steve thought we might need another aid and part time PE/language arts teacher. The feeling is he would like to see Jenneca concentrate on being in her 2nd grade classroom and concentrating on finishing her Admin License program. She is willing to step up and be ready for the next school year. The board would like to see Steve and Jenneca start the process of their goals and an evaluation professional development program for the staff going forward.

12. Adjourn at 8:39 pm

[The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance. Phone: 623-4837](#)