

**Luckiamute Valley Charter Schools**  
**Regular Board Meeting – September 20, 2017**

Location: Bridgeport School

In Attendance: Kendall Cates, Vicki Avery, Fred Weisensee, Jim Gardner, Matt Beasley, Tammy Pryce, Jenneca Crocker, Christy Wilkins, Steve Diehl

Meeting came to order at 6:49 pm

**1. Good News**

- The new staff lounge is set up. Staff can have lunch or use it for prep work. A “shout out board” was put up for staff to put sticky notes to list encouraging moments that they notice and one board to put up quotes of funny things kids say.
- A thank you for Fred for supporting our luncheon and Vicky Avery for helping every day during lunch time and problem solve for efficiency in food prep.
- Vicki’s observation on the food service is there is a gap in presenting the procedures and actually doing it. There has been a learning curve and it is getting better. It was a tough couple of weeks realizing that we needed more equipment, ovens and fridges. A slideshow of the food program was show that Vicki Gardner prepared.
- OSBA came in and spent the day interviewing some students, parents, board members and staff. She observed in the classrooms and ate lunch. She had great feedback and will write up a report of her observations.

**2. Consent Agenda**

- 2.1 Approval of Minutes from August 17, 2017 Board Meetings
- 2.2 Policy EBBB – Injury/Illness Reports
- 2.3 Policy EFAA – Nutrition and Food Services

**Jim moved to accept items on the consent agenda as presented, Vicki seconded, all in favor.**

**3. Announcements**

- 3.1 Board Meeting October 18, 2017
- 3.2 Jogathon at Bridgeport – October 5<sup>th</sup>. Jogathon at Pedee – October 12th
- 3.3 Car wash fundraiser for Pedee at Dallas Les Schwabs – September 23<sup>rd</sup>, 8-4 pm

**4. Visitors:**

- 4.1 PTO: Lena Calef gave the board a bag of goodies that was a gift. The ice cream social was a success. They signed up for leap pads for and will be using it for a raffle. They are gathering box tops, monthly incentives for each class. Pedee is running something separately. PTO voted to purchase 3 projectors for the classroom and they are on the way.
- 4.2 A summary of options for internet at Pedee was presented. Pedee really needs to improve internet services.

**5. Reports and Discussion**

- 5.1. A summary was provided to board members by the Director. Some items of interest: An evaluation system for goals and assessments for teachers. A full year for the implementation is expected. Facilities update: concrete and asphalt and paint for Pedee still need to be done. The Director has been in touch with Doug Wiser to schedule a visit with schools. His suggestions would be on any Saturday. November 4<sup>th</sup> would work for board. Christy will get in touch with JD McGee to survey our options with the land behind the gym. Staff was commended for their commitment to the children and all their needs that they come with.
- 5.2 A draft of Job descriptions for Principals and Executive Director. They are working on defining their goals and prioritizing. Fred suggested sending out a survey by the end of the year to get feedback and evaluate ourselves.
- 5.3 OSBA convention is Nov. 9-11<sup>th</sup> and attending is encouraged.
- 5.4 New Hire for lunch program at Bridgeport was hired. Our current person took a job with the State.
- 5.5 Next meeting we will have an adjusted budget worked out based on our enrollment and food service.
- 5.6 Tax credit is available and up for grabs from the heating/Air conditioning units work done at Pedee
- 5.7 Enrollment is currently at 187
- 5.8 Board reports given
- 5.9 Fire Inspection safety report. Items on list need to be done by the end of the month.
- 5.10 Student Funds checking account needs to be open. Jenneca and Amber will be in charge.

**Fred makes a motion to open an account for student funds, Vicki seconds, all in favor.**

**6. Board Agenda Settings and other topics**

6.1 Board goals developing and implementation of evaluations for the Director. Fred will prepare a draft form with a list of goal items.

6.2 A modular to have all the rooms in one place and getting all the trailers out. Vicki has some information on a possible connection for a building that is prebuilt and is a step up from a modular.

**7. Public Comments - none**

**8. Meeting adjourned at 9:05 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