

LUCKIAMUTE VALLEY CHARTER SCHOOLS

BOARD MINUTES

April 17, 2019

BRIDGEPORT CAMPUS

CALL TO ORDER At 6:45 by Vicki Avery.

BOARD MEMBERS PRESENT: Vicki Avery, Matt Beasley, Jim Gardner, Kendall Cates, Fred Weisensee

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Christy Wilkins, Daniel Shimek, Jerry McGuffee, Tammy Pryce

BOARD SECRETARY: Cali Beasley

1. CONSENT AGENDA

1.1. Approval of minutes: Jim made a motion to accept the minutes from March 20th and Fred seconded the motion. Motion passed.

1.2. Approval of updated board policies:

BBAA – Individual Board Member’s Authority and Responsibilities

GBEBA – Staff – HIV, AIDS, and HBV

GBH/JECAC – Staff/Student/Parent Relations – Optional

GBNA – Hazing, Harassment, Intimidation, Bullying, Menacing or Cyberbullying – Staff

Fred made a motion to accept the policies as written and Jim seconded the motion. Motion passed unanimously.

2. ANNOUNCEMENTS

2.1. Next board meeting – May 15, 2019

3. VISITORS

3.1. No visitors.

4. PUBLIC COMMENT

4.1. There was no public comment.

5. NEW BUSINESS

5.1. Director’s report

5.1.1. PTO Update: Lena was not present to give a PTO update. Christy recapped the most recent activities, science night and pie sales. Grandparents day is coming up. Jim Gardner said that he will barbeque for grandparents day.

5.1.2. Contracts: All of the teachers and salaried staff have signed their contracts for next year.

5.1.3. 3rd grade opening: We have a lot of really good applicants. The cap on class size and professional development offered are appealing. Interviews will begin on 4/18/19. We are fortunate that we had a rich applicant pool.

5.1.4. Teachers with Master’s Degree: Christy is suggesting the possibility of giving a small stipend for those who have a Master’s degree. She did receive inquiries about such a stipend from some of the applicants for the 3rd grade position. Christy suggested a \$500 per year stipend to acknowledge those who have put in the time and financial commitment of continuing their education. Fred suggested a \$1000 stipend. Fred made a motion to offer an extra \$1,000 per

year for our master degree level staff starting next year. Jim seconded the motion. Motion passed unanimously.

5.1.5. Legislative Update:

5.1.5.1. Vicki and Christy recently attended the first ever “Charter School” day during the legislative session, where we had the opportunity to meet with law makers to advocate for our schools. This event was organized by the Oregon Coalition of Community Charter Schools (ORC3S), of which we are a member.

- HB2019: The Oregon Coalition of Charter Schools put a lot of energy into supporting this bill. The Joint Committee on Students Success is sponsoring this bill which may allow us to access funds from the School Improvement Fund.

Some of the areas identified to support include:

1. Student health and safety
2. Class size reduction
3. Well rounded learning (includes early literacy and middle school)
4. Expanded learning time
5. Technical assistance
6. Equity and partnerships

At the time Christy submitted this report to the board, Vicki was testifying at the hearing of the Joint Committee on Students Success. She prepared a statement which she will deliver orally to the committee and submit online to be included in the permanent record. Vicki will be providing an update on HB2019 in our meeting.

5.2. Pedee Campus Update: Provided by Daniel Shimek

5.2.1. Facilities Update:

- Daniel attended a School Health and Safety training with Tammy. They learned a lot about testing water at Pedee and Bridgeport for lead. They also learned about resources for Radon testing that is coming up next October.

5.2.2. Students & Teacher:

- Ms. Wittch, Mrs. Baker, and Daniel attended a MANDT training April 9th.
- Daniel attended a “Dealing with Difficult People” training on April 10th.
- We lost two students and gained three students.
- 8th graders attending Dallas High School, met with their counselors and signed up for classes for next year.
- 8th graders completed their 8th grade state testing.
- 8th grade Promotion Parent Planning Pizza Party April 4th. We had a good turnout.
- Pedee Open House April 10th. It was a good turnout and is a good recruiting strategy.
- One raised bed is completed for the farm to school project. Daniel is hoping to get the other two built soon.

5.2.3. Other:

• Upcoming events:

- Pedee Tea Party May 9th
- 6th grade Outdoor school April 29-May 2

- JA Finance 8th grade trip May 30th
- 7th grade to visit Heritage Center in Salem, and Young at Art May 30th
- 7th & 8th Grade Rafting trip June 4- 6th
- 6th grade overnight Zoo trip June 5th & 6th
- 8th grade Promotion June 12th

5.3. Bridgeport Playground Update

5.3.1. Daniel has been working on getting an engineer to evaluate the viability of the land.

5.3.2. Daniel is also going to talk with Ron Francis about the wetlands, etc.

5.3.3. The county has given permission to clear underbrush on part of the land that is not riparian or wetlands. Because we are in the flood zone, we have different rules than other areas for buffer zones to the stream.

5.3.4. There should be more information at the next meeting.

5.3.5. Permits are needed before we start moving dirt.

5.4. Bridgeport Campus update: Provided by Jennica Crocker

5.4.1. Staff Update:

- Heather Gibson and Sarah Seleen had the opportunity to go observe a master teacher at Turner Elementary School deliver instruction in our new Wonders ELA curriculum. Both teachers came away with valuable resources and expansions to assist in instructional implementation.
- We have received several applications to fill our 3rd grade teacher position for the upcoming 2019-2020 school year.
- Bridgeport sent 4 staff members to be trained and certified in MANDT Training on April 9th at the WESD. This is training in de-escalation skills and strategies and proper restraint techniques to minimize and eliminate situations that could be harmful to students or staff.
- Mary Tharp, our science teacher, organized and led the first LVCS Science Fair! 4th and 5th grade students presented their experiments and Mary brought 11 interactive exhibits for display and experimentation.

5.4.2. Student Update:

- Our Winter Students of the Quarter are posted and presented on the hallway bulletin board.
- Our LVCS Leadership Team led a team-building activity for every class on April 1st. The object of the activity was to construct a free-standing tower using only spaghetti noodles, masking tape, and a marshmallow. The groups were trying to make the tower as tall as possible.

5.4.3. Other Business:

- Kindergarten Round-Up took place on Friday, April 12th. It was very well attended.
- Grandparents' Day has been moved from April to May 22, 2019.

- The Climate Committee and staff is actively preparing for our 4th Carnival on May 31st. Stations and activities have been planned and we are now working on gathering items needed and donations for the silent auction.
- Tammy and Jenneca created a new Wellness Committee made up of staff and a parent representative. Jenneca attended a conference in Bend over Spring Break regarding wellness policies and programs in schools. Our first meeting took place on April 8th. This committee is focused on sustaining two areas of wellness: Nutrition and Fitness. Our lunch program, daily PE classes, “share basket” in the cafeteria, and the use of food incentives are current practices we use in our school that fit in our wellness program and adhere to our current policies on wellness.
- SBAC testing for 3rd-8th grades will be in full swing right after spring break. Our 3-5 team created a test schedule and will begin state testing on April 29th.

5.5. Student Enrollment Numbers:

5.5.1. Current enrollment is 188 as of 4/1/19.

5.6. March Financial Reports – Tammy Pryce:

5.6.1. We are on track, and aligned with our current budget.

5.7. Appropriation of Funds

5.7.1. To cover the buyout of the longevity bonus, \$43,000 must be moved from the contingency fund to the operating budget. Of that \$23,000 will be moved to Expense item 1000 – Instruction and the remaining \$20,000 will be moved to line item 2000 – Support Services. Fred made a motion to move \$43,000 from the contingency fund to the operating budget in the above noted allocations. Kendall seconded the motion. The motion passed unanimously.

5.7.2. The board discussed contributing some funds to the Pedee rafting trip for this year. This discussion was tabled last month to give Tammy time to assess the current budget. She believes that a contribution to that field trip can be covered in the current budget without further appropriation from the contingency fund. The need is estimated to be around \$2,000 though there is one more fundraiser coming up.

5.7.3. For next fiscal year the starting balance of the operating budget is estimated to be \$340,000.

5.8. Resignation letter – Mary Tharp

5.8.1. Due to health issues, Mary has decided to retire. She has asked to continue doing the science fair. Christy is looking into alternative programs such as a scientist in residence or the OMSI on site model. The classroom teachers are also interested in teaching more science in their classrooms. Christy will continue to explore options. The board wants to extend their thanks to Mary for her time here at LVCS. She has been a wonderful addition to the staff and a benefit to our students for the two years she has worked here. Mary will be missed.

5.9. Executive Director Contract

5.9.1. Fred made a motion to approve extending the current director contract as written and Kendal seconded the motion. Discussion related to salary. One board member proposed an increase but Christy turned it down stating that she feels she is doing what she is meant to do in the place she is meant to do it. The motion passed unanimously. The contract is being extended based on

a very positive evaluation and the progress Christy has made on the goals set for her by the board.

5.10. Minutes from the Wellness Committee

5.10.1. The minutes were provided in the board packet.

5.11. Bridgeport Kitchen Donation

5.11.1. Vicky Avery related that the owners of The Bread Board are donating an older Blodgett convection oven. A stand for it will need to be found or made. The next challenge is that it is a 38" cube and there isn't a door big enough to bring it in. Vicki suggested putting an access road to the back porch off the cafeteria and enlarging that back door. Further discussion of possible solutions and configurations will be coming after more assessments are made. However, it is noted that is a very valuable donation that will improve efficiency in the Bridgeport kitchen for lunch service.

6. Board Policies- First Reading:

6.1. IKF- Graduation requirements: Accept the proposed changes and add to consent agenda.

6.2. IKF-AR – Graduation requirements: Accept the proposed changes and add to the consent agenda.

6.3. JECAAC/GBH – Staff/Student/Parent Relations: Add to consent agenda.

6.4. JFCF – Hazing, Harrassment, Inimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence and Domestic Violence – Student: Accept the proposed changes and add to consent agenda

6.5. JFCF – AR - Hazing, Harrassment, Inimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence and Domestic Violence – Student: Accep the proposed changes and add to consent agenda. Going forward the titles Executive Director and Board Chairperson will be capitalized. This will be an automatic change to every update.

7. Board Policy - Second Reading:

7.1. GBNA-AR – Hazing, Harrassment, Intimidation, Bullying, Menacing or Cyberbullying Reporting Procedures – Update in Section 6 – Definition of Bullying: Accept the proposed changes and add to consent agenda.

8. Adjourn

8.1. Meeting was adjourned at 9:10 p.m. by Vicki Avery