

LUCKIAMUTE VALLEY CHARTER SCHOOLS

BOARD MINUTES

FEBRUARY 20, 2019

BRIDGEPORT CAMPUS

CALL TO ORDER AT 6:38 BY Vicki Avery.

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

BOARD MEMBERS ABSENT: Fred Weisensee

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

BOARD SECRETARY: Cali Beasley

1. CONSENT AGENDA

- 1.1. Approval of minutes from January 16, 2019 Board Meeting. Jim Gardner made a motion to accept the minutes with the addition of Fred Weisensee to the attendance list, Matt Beasley seconded.
Motion passed

2. ANNOUNCEMENTS

- 2.1. Next board meeting – March 20, 2019

3. VISITORS

- 3.1. Taraza Lawrence, Linzie Shutt, Lena Calef

4. PUBLIC COMMENT

- 4.1. Taraza raised a concern about one-on-one communication between student and teacher. Christy described her expectations regarding teacher parent communication and a summary of the conversation she had with Taraza about this issue with prior to the board meeting. Vicki Avery interjected to explain that the public comment policy is intended to provide parents and community members with an opportunity to bring forth concerns within the 3-minute time frame. But the primary purpose of the open public meeting policy is to allow the public to observe the workings of the board. Because this parent's concerns had already been discussed with the appropriate people within the LVCS organization, Vicki asked that we move on and allow the board meeting to proceed. Linzie raised a concern regarding food in the classroom. During birthday party celebrations parents often bring treats such as sweet cupcakes, cookies and other items which Linzie considers unhealthy. Christy thanked her for her input, that she shared her concerns about this issue and offered to work with her on ways to provide healthier choices for birthday celebrations. Linzie did compliment the healthy lunch program offered by LVCS. Jenneca Crocker is working on a wellness program and Tammy invited Linzie to be a part of that effort.
- 4.2. Lena suggested having a family event that would focus on a forum to discuss issues.
- 4.3. Lena gave an update on upcoming events for PTO. Arts and Crafts night is February 28th, Reading night is March 6th, swim night is March 9th. The PTO is getting moved into their storage space. Lena stated that she is good, organized board members to give her a hand this year.

5. NEW BUSINESS

5.1. Director's report

5.1.1. Budget Considerations for 2019-2020:

Tammy Pryce and Christy Wilkins presented a draft proposal for the budget for 2019-2020. They presented information regarding COLA increases and step increases in salary. They discussed the history of salary increases, steps, and comparisons to other districts. Some points that were covered included:

- **Teachers and non-licensed Salary Increase:**

To ensure teacher retention we need to increase salaries again. Last year we offered teachers a 7% Cost-of-Living Adjustment (COLA). Assistants were given 4.3% to increase their hourly wage to \$15.00 an hour and salaried (non-teaching staff) were given 1.5% COLA. For the 2019-2020 school year Christy Wilkins proposed the following:

- A 2.5% COLA for all staff
- Make all steps \$1200.00 and eliminate the various step increases that are confusing and unfair for some staff.

➤ Board discussion related to the longevity stipends currently in place and protocol for new hires.

➤ Christy and Tammy provided information on comparability to other surrounding districts that are close to LVCS in terms of style (4-day week) and student enrollment.

➤ Christy did not request a decision at this meeting. However she would like to be able to give staff contracts prior to spring break.

- **Curriculum:** Last year we purchased quality curriculum in English Language Arts at K8 and math for grades K-5 at a cost of around 75,000.00. For next year we need: Standards aligned Social Studies and Health curriculum for grades 6-8. Estimated cost will be approximately \$12,000.00 A classroom set of chrome books for each campus at a cost of \$5,000.00 each (for a total of \$10,000.00). This is a critical tool so that students can access all of the digital resources available in our new curriculum.

- **Bridgeport Playground Expansion:** (We do not yet have an estimate on this project) As previously discussed, we are moving forward with plans to clear out the areas outside of the fenced playground. We need to expand the playground area for safety reasons and because our students need more space to play and to participate in PE activities. Another benefit is that spacious, well planned PE and play areas are attractive to kids and parents who visit the campus as they consider enrolling their students. We also need to consider installing some new playground equipment because much of what we have is not considered safe.

➤ Discussion centered around what plans are already in place, what Tammy is currently working on putting in place and what initial steps are being taken. Matt Beasley suggested contacting a civil or hydrology engineer for guidance on the best land use plan. Jim Gardner offered to do the land clearing with his equipment to save some money.

- **Other facilities projects to consider:**

- An interim covered play area that doesn't include expanding the dodge shed
- Enlarge the dodge shed
- Attach a permanent outdoor covered play area to an enlarged dodge shed
- Expand the kitchen at Bridgeport
- Pave the space between the new and old portables at Bridgeport to create an outdoor project-based teaching area. Both students and staff could eat lunch on sunny days and families would enjoy a space to gather during our community events. It would also add visual appeal to a fairly unattractive area.

- Create an additional space at Pedee using the rest of the storage in the basement (AKA “stinky room”). This would be used for individual and small group counseling, confidential parent and student meetings, pull-out interventions in reading and math, staff meetings, a place for staff to eat together and storage for supplies
- Install handicap access to the basement at Pedee. This would bring the basement space into compliance and we could have “assemblies” in the basement with the entire student body and staff.
- Removal of the old furnace in the Pedee basement. Since heat and AC were installed last year, we don’t use this furnace and it takes up a lot of space. If it was removed it would open up new space that could be used in a variety of ways.

5.1.2 The Oregon Coalition of Community Charter Schools (ORC3S)

Vicki Avery and Christy will be attending the first ORC3S Charter School Advocacy Day in Salem on March 18, 2019. It will be a day of learning for them. The charter school community - school leaders, board members, teachers, and community members will come together to network with other Charter school leaders from across Oregon

5.1.3 Building enrollment at Pedee:

We expanding our transition activities to ensure 5th graders attend Pedee for 6th grade. The 5th grade students visit the Pedee campus for structured and engaging activities that expose them to what Pedee has to offer. There will be a team-building field trip coming up this spring with 5th, 6th & 7th grade (new this year). A visit by every Pedee staff to the 5th grade class, throughout the year. Open House at Pedee is on Wednesday, April 10th - 5:30-7:00. This is for incoming 6th graders and interested parents of 7th and 8th graders who are not currently enrolled. We will begin with a gathering in the gym where we will provide a general overview of the programs and introduce the staff. We will then dismiss parents to visit with teachers in their individual classrooms. This event will end with a dinner and social time. In addition to posting these events on our website and Facebook, we will also run ads in the Itemizer-Observer. We are currently holding on to our 6th grade students and we expect them to remain for 7th grade. If we can maintain this momentum, we should have robust enrollment at all three grades by the fall of 2021

5.2 Pedee Campus Update: Provided by Daniel Shimek

5.2.1 Facilities Update:

- Sump pump installed into basement hoping that it prevents the flooding issue we had at Pedee, Carl is plumbing in the pump to have it always available to be used. DC Electric installed an electrical outlet on 2/12.
- A-Team Locksmith finally rekeyed the back doors at Pedee.
- Alarm systems repairs were completed on Feb. 14th. The keypad was replaced. The other issue may have been the flag in the classroom. A sensor was mislabeled. The one in question was not the door sensor but the motion sensor above the keypad. The flag will be moved to a new location in the classroom. When the heat is on it makes the flag move. Contact names and information have been updated.

5.2.2 Students & Teacher:

- 8th grade class have scheduled visits to their attending high school.
- Pedee raised around \$1000 on our popcorn fundraiser.

- Chromebook fundraising for a class set at Pedee so far we have raised \$1501
- Lids were purchased to go on cold boxes for planting purposes in the farm to school program. These are for raised beds. The frames for the beds need to be built to fit the lids

5.2.3 Other:

Upcoming events:

OSU AWSEM Girl's club ended on February 19th
 State Science Test for 8th graders start next month
 Reunification drill May 23, 2019.

5.3 Bridgeport Campus update: Provided by Jennica Crocker

5.3.1 Staff Update:

- I have conducted all classified formal evaluations over the last three weeks, utilizing a new rubric we adopted this year.
- Vicki Gardner has initiated an AR Reading Challenge amongst the classes—2nd grade has read over 300,000 words in only four days!
- Leslee, Scott, and Michele are preparing their classes for state testing that will begin next month
- Staff will be participating in a Suicide Prevention training next month for Inservice day. Christy has organized this presentation.

5.3.2 Student Update:

- We have two 5th grade boys who wanted to start a Safety Club. They are volunteering to escort students to the office, report safety hazards on the playground, and promote safe practices around the school!
- Students of the Quarter will be announced and posted at the end of this month.

5.3.3 Other Business:

- PTO and our Art Teacher, Jane Montgomery are combining to put on Arts and Crafts night on February 28 at Bridgeport.
- Christy and I are conducting earthquake protocol and training in each classroom on Thursday, February 21st. We will follow with an all-school earthquake drill.
- We will be sending a number of staff to a refresher course in MANDT Training in April

5.4 Student Enrollment Numbers:

5.4.1 Enrollment is holding steady.

5.5 January Financial Reports – Tammy Pryce:

5.5.1 Tammy reviewed this month's financial reports.

6 EXECUTIVE SESSION PER ORS 192.660(2)(i), 192.660(8): To evaluate the performance of an officer, employee or staff member

6.1 Session opened at 9:05 p.m.

6.1.1 Notes taken by Vicki Avery

6.2 Session adjourned at 10:25

7 ADJOURN: General meeting was adjourned at 8:55 by Vicki Avery