

LUCKIAMUTE VALLEY CHARTER SCHOOLS
BOARD MEETING MINUTES
OCTOBER 23, 2018
PEDEE CAMPUS

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

BOARD MEMBERS ABSENT:

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

BOARD SECRETARY: Cali Beasley

CALL TO ORDER AT: 6:55 by Vicki Avery when quorum was achieved.

1. CONSENT AGENDA

- 1.1 Approval of Minutes from September 18, 2018 Board Meeting
- 1.2 GBN/JBA – Sexual Harassment
GBN/JBA-AR – Sexual Harassment
GBC – Staff Ethics
GCDA/GDDA – Criminal Records Checks and Fingerprinting
GCDA/GDDDA-AR – Criminal Records Checks and Fingerprinting
KN-AR – Relations with Law Enforcement Agencies
 - Fred Weisensee made a motion to accept the items on the consent agenda as written and Jim Gardner seconded.

2. ANNOUNCEMENTS

- 2.1 Next Board Meeting – November 14, 2018
- 2.2 BP Jogathon brought in \$7960 – There was really good participation.
- 2.3 PD Jogathon brought in \$784 and Carwash/Cans - \$400. At the Pedee jog a thon, low funds but there was good parent and student participation at the event.
- 2.4 Conferences - November 19, 20th, Thanksgiving break –November 21-23rd

3. VISITORS: Lena Calef

4. PUBLIC COMMENTS – FIXED TO 3 MINUTES

- 4.1 PUBLIC COMMENT – LENA
 - PTO is starting off slow but coming along. The pie orders are out and due back on October 31st. Pie pick up will be November 16th. Movie night is planned for October 25th. Last year we did not do a movie night as there were issues during them in previous years. PTO is coming back to it this year with a different plan. There will be dinner provided again. Only one movie will be offered. PTO is hoping to have staff members present to supervise the students in the movie so parents are free to be outside to socialize and connect thus building the community. Having staff there also helps keep the rules consistent. This is the first big event that the new PTO board has done and they will be growing from here.

5. NEW BUSINESS

- 5.1. Directors Report:
 - Facilities: We are officially occupying the new building at Bridgeport and the parking stripes are completed. We have a 30 day, conditional use permit until we complete the following tasks:
 - Installation of new steps on the side and back entrance
 - Modern has to finish installation of vertical bars on the ramp
 - Finish painting a pathway between the current ADA parking lot and the ramp

Note: The county has given us approval to put off paving the parking lot for now. In the interim, we were able to paint the parking and loading lines on the gravel. This is good news because we won't have to spend general funds from this fiscal year on the project. If we are able to pave the parking lot next summer, we would like to incorporate two distinct lanes, one for cars to include a designated space for pick-up and drop-off for students, and a second for the buses. A recommendation from one contractor Christy spoke with was to get bids in for summer projects such as this paving by February to get on a schedule.

- Upgrades to the Bridgeport Computer lab have been completed. They include upgrade power supplies with power dropping down in poles from the ceiling. There is room in the poles for data cables in the future. These upgrades allow Vicki Gardner to orient all the computers facing the same way so she can stand at one point in the room and observe all the students and their work.
- Vicki Avery observed that the new building is fantastic and a big upgrade.
- Matt Beasley asked what other things are on the horizon for facility upgrades in the future. The list includes ADA access to the basement at Pedee, upgrading the bathrooms in the 8th grade hall as the sinks in there are from 1946, are at elementary school height and can't be upgraded with auto-shut off facets, installing new drinking fountains and improvements to the gym to make it a more usable space during the winter months. Some of the gym improvements could include rubberized flooring, sealing the building against rodents, replacing the sliding door with something more secure and finding a cost effective way to heat the building. Daniel noted that the old furnace room was sealed in an attempt to rodent proof it so it can be used for possible storage purposes.
- Discussion was held regarding use of the changed space at Bridgeport and whether the former SPED area was being utilized as kitchen space yet. That space is being used for storage. Vicki Avery is helping with kitchen needs regarding upgrades and improvements such as a bigger oven/stove and perhaps a walk-in cooler. The new SPED area has twice the space and gives Carole a private place to hold meetings with parents, etc. Instruction in the new SPED space is improved without the noise and distractions of lunch preparation in the kitchen.
- Return Bonus: Staff members have been asking about the return bonuses. The return bonus is in the budget so it is not spending money we are not anticipating. Last year the bonus was a flat \$1500 per person. Staff is pretty excited and feels valued in receiving this bonus. This is a gesture of goodwill to a group of people who work really hard. Fred made a motion to move forward with the budgeted return bonus and Kendall seconded. Motion passed.
- Oregon Coalition of Charter Schools- (From Christy's written report to the board) From the beginning of my work with LVCS I have been disappointed by the absence of a state-level infrastructure of support for charter schools in Oregon. As I began networking with other Directors, I learned that frustration over the lack of support in Oregon is universal. California and Washington both have robust state-wide organizations who partner with their departments of Education, advocate for equity in state funding, advocate for more support for special education, track bills in the Legislature that impact charter schools, support better access to facilities and work to support local charter school renewal efforts. They also offer annual conferences that provide quality professional development and an opportunity to network and share innovative practices. There is a small group of experienced Charter School administrators who have formed a new organization to fill this need in Oregon. They are called the Oregon Coalition of Charter Schools and I have been communicating with them about their vision and what their concrete plans are for supporting Oregon Charter Schools. They are all experienced administrators and have a comprehensive plan of how to approach building an organization to support the growth of Charter Schools in Oregon. There are currently approximately 20 schools that have made a commitment to join this organization. Some, like LVCS, are part of larger systems that include more than one school. The initial cost is \$2500.00.

This is a lot of money but I know it takes significant funding to implement this kind of organization. I believe joining early will allow LVCS to be part of articulating and influencing the short and long-term goals of the organization. Charter schools need a bigger voice and platform in Oregon and I hope that the Oregon Coalition of Charter Schools will provide an avenue to strengthen our future.

- This is in its infancy. Charter school conferences are only available in California or Washington. Christy states she likes this group's goals and has read their position papers in depth. Christy is still researching and meeting with people but she likes what she has heard so far. The group reached out to her. There is a website available. Jim Gardner asked how many charter schools there are in Oregon? There are over 100. Fred voiced agreement that we need a voice and this would be a good investment. A group like this would be attempting to get legislative support for charter school needs. For example, no one lobbying for seismic upgrades in the legislature. Board is in agreement that we move forward in investigating and joining the coalition.
- Earthquake Preparedness: The main concern is how we take care of kids if a major event happens during the school day. (from Christy's written report to the board) Based on my research of the impact that a major earthquake could have locally, we need to begin serious planning in the event the earthquake occurs during the school day. Daniel Shimek, Vicki Avery and I recently attended an excellent presentation on preparing for the "Big One" on the Linfield College Campus in McMinnville. During this Red Cross sponsored event, we learned more about the science and history of the Cascadia subduction zone and the probability that an earthquake could occur at any time. The science is clear and we need to be prepared. We will create a plan for both schools that will include providing shelter, water, food and basic medical care for students for at least two weeks, which is what the Red Cross recommends. Christy is working on developing an action plan with Daniel. With help from Carl, the maintenance man at Pedee, they will assess every room to secure furniture and other items that could fall. After that they will take the list step by step to achieve preparedness. Daniel stated that we could almost house all the students and staff in the tents purchased for the rafting trip. In the planning, everyone should plan on two weeks. After attending a training class on earthquake preparedness, Christy has some guidelines for needs. Part of the action plan will include accessing as much community support as we can. Portland Schools ask the parents to donate a box of healthy snack bars each and then hold them for the year. At the end of the year if there have been no emergency needs, they use the supplies at the end of year field day or other event. Another part of the plan will include more drills so students and staff are prepared for the possibilities. Shaking can last 4 minutes or more so simulation would indicate that during a drill. There is no support for charter schools in terms of grants for building assessments or upgrades. Christy does not have an estimate of how much risk assessments cost. Fred suggested getting a bid for a risk assessment. Risk assessment would provide us with collapse potential. Christy, with board approval, will pursue a bid for a risk assessment. Vicki asked about whether a geological assessment would be included in a risk assessment. Christy stated that a geological assessment is a separate thing.
- State assessment: Christy provided two different reports from the most recent state assessments. It is now possible to look at the same kids over time rather than "how did 8th grade do this year vs last year's class" Christy provided samples from 3rd to 4th grade ELA which showed 13% growth, showing growth over nearly all areas/classes. She also provided a sample from this year's 8th graders in ELA showing the change over the last 4 years. This report shows 4 years of assessments and the change over time. Growth from 6th to 7th grade for this class was 62%.

5.2 Pedee Building Update:

- Fundraising: We had our first fundraiser on Oct 13th, we had a Car Wash/Bottle Drive at Les Scwab in Dallas. We made just over \$400. The 7th and 8th graders are working towards their rafting trip in June. Vicki asked about what other fundraisers will be done to earn money towards the 7/8 raft trip. The

bottle drop fund has about \$700 in it at this time. Next up is a holiday swag sale that will utilize bows from the Christmas trees on Kendall Cates' property. Selling advertisement in the yearbook and donation request letters are also being considered. More fundraisers will be planned through the year.

- A new promethean board and projector have been ordered for Malia. There are a lot of online resources and pieces to her new curriculum, so having an interactive board will be a big help. It will be mounted on a false wall in front of stage. Jim asked if all projectors had been fixed. The answer is yes they have. PTO bought new ones for Pedee and the school purchased some for Bridgeport.

5.3 September Financial Reports:

- All the big ticket items are paid for now particularly curriculum. There are no outstanding issues known at this time. The large expenditures impacted the carry over contingency fund but that can be recovered over time. We are currently spending more than we are bringing in but that should even out. The current month reflects initial expenditures needed at the beginning of the school year each fall.

5.4 Business Manager Building Report:

- Bridgeport
Total for the Admin Building \$165,835 (includes ADA ramp)
Permits \$2130
Related work \$67,651

Total = \$235,616 **

** of which \$39,948 of it was paid in the 2017-2018 school year

- Pedee
Major Building Improvements totaled - \$21,132

5.5 Student Enrollment Numbers: Enrollment is currently at 192. There is a family moving into the area with 2nd, 3rd, 5th and 7th grader that is interested in joining our school soon. The biggest impact on positive enrollment is moving the large group from 5th to 6th grade. The current 5th students are already talking about when they get to visit Pedee and talking about when their class would do the rafting trip. When asked how many would move up to Pedee all but one said they would be. There are 25 in 6th now. Credit to staff that eased the transition.

6. BOARD POLICIES – FIRST READING

6.1 JBA/GBN – Sexual Harassment – Place on the consent agenda

JBA/GBN-AR – Sexual Harassment Complaint Procedure – Place on the consent agenda

JHCD/JHCDA-AR – Medications**/* Place on consent agenda.

JHFE-AR (1) – Reporting of Suspected Abuse of a Child – Place on consent agenda

JHFE-AR(2)- Abuse of a Child Investigations Conducted on Public Charter School Premises – Place on the consent agenda

JHFF – Reporting Requirements Regarding Sexual Conduct with Students – Place on the consent agenda

7. ADJOURN At 8:30 by Vicki Avery.