

LUCKIAMUTE VALLEY CHARTER SCHOOLS

BOARD MINUTES

January 15, 2020

BRIDGEPORT CAMPUS

CALL TO ORDER At 6:45 by Kendall Cates.

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

BOARD MEMBERS ABSENT:

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

BOARD SECRETARY: Cali Beasley

1. CONSENT AGENDA

1.1. Approval of minutes and board policies BBFC- Reporting of Suspected Abuse of a Child and GBEA – Workplace Harassment

1.2. A motion was made by Jim Gardner to approve the consent agenda. Matt Beasley seconded the motion. The motion passed unanimously.

2. ANNOUNCEMENTS

2.1. Next board meeting – February 19, 2020 Due to a conflict, the board meeting in February will be moved a week later to February 26, 2020 at 6:00.

2.2. School Board Recognition Month – The students at Bridgeport made cards and pictures for the board.

3. VISITORS

3.1. PTO: Lena was not present.

4. PUBLIC COMMENT

4.1. There was no public comment.

5. FACILITIES REPORT:

5.1. Facilities Update:

5.1.1. Remodel Gym Furnace Room: The project is complete other than outdoor paint. There is leftover paint from painting the main building so the contractors were able to match the color. That job will be completed as weather permits. DC Electric completed the electrical work and installation of the lights.

5.1.2. Pedee Pressure Tank: The pressure tank became water logged and had to be replaced. Due to the age of the tank, the plumber was concerned about trying to do much to it. Attempts to reset it failed. The cost estimate for the repairs is between \$1,500 and \$1,800.

5.1.3. Radon Testing: The retesting had to be postponed because the test equipment had to be repaired. If the equipment is ready, the retest is scheduled for January 17th. In conjunction with this testing, Home Comfort came out on December 20, 2019 to inspect the heating units in the main building. He found that the filters had not been changed in the heat units in the attic since 2016. These units bring in the fresh air. Having these units properly maintained will improve the air quality in the building. In addition, the janitor Carl closed and sealed off the old cold air returns from the old furnace. This should also help improve the air quality.

5.1.4. Basement Office Remodel Project: There have been two bids received for the office remodel project. Bob Grant submitted a bid. This is the company that has been doing the gym storage

room remodel. The second bid is from Donald Crocker Construction. The bids were presented and reviewed. It was recommended that a vote be taken to choose one of these companies. The Bob Grant bid is lower but it was noted that adding a heat unit was not included in that bid as it was in the Donald Crocker Construction bid. After some discussion, Fred made a motion to approve the Bob Grant construction bid of \$20,849 and allow for up to \$24,000 total to allow for in the inclusion of a heating unit. Kendall seconded the motion. The motion passed unanimously.

6. NEW BUSINESS

6.1. Director's report

6.1.1. School board appreciation: Christy talked with the students about the board and what they do. The students made cards and letters that were distributed to the board.. Tammy is going to make a poster with a photo of the board members so the students can put faces to names.

6.1.2. Sick leave policy: Christy proposed potential changes in our sick time policy beginning contract year 2020-2021. She provided comparisons to other surrounding charter schools and districts. Fred Wiesensee moved to allow staff members to roll over their previous ending sick time balance up to 40 hours. Each staff member will also be front loaded an additional 40 hours. Designated sick time may not be used for any purpose other than sick time and documentation of illness may be required. If a staff member encounters a need for additional time off due to illness, staff members may donate one of their days of sick time to the member with a zero balance. Each staff member will be allowed 2 personal days per year to be used at their discretion. Jim Gardner seconded. The motion passed unanimously.

6.1.3. School Garden: We were not granted the school garden grant from ODE. This very disappointing. Christy will review the proposal, scoring rubric and feedback to try again next year. Kings Valley will continue to fund Lua's work at their campus for about 15 hours a week. Christy is proposing funding Lua now so she can get started at LVCS as well. Christy's proposal is for 10 hours per week. The board members suggested that 10 hours a week is not enough. Fred suggested offering 15 hours. Fred made a motion to approve up to \$10,000 to hire Lua for 15 hours a week through June pending the partnership agreement with Kings Valley Charter School and funds would be moved from the contingency fund if necessary. Kendall Cates seconded the motion. Motion passed unanimously.

6.1.4. Christy provided an overview of the items that will be on the agenda in February. Due to the length of the agenda, the meeting start time was moved to 6:00 p.m.

6.2. Pedee Campus Update: Provided by Daniel Shimek

6.2.1. Science Curriculum: Staff has been reviewing the options for new science curriculum for 6th through 8th grades. The top two ODE recommended curriculums do not have textbooks as they are mostly a full digital curriculum. Both of these curriculums use consumable workbooks and are lab based. Having Chromebooks for all three grade levels would be a must if either is chosen. The upfront cost of a digital curriculum is lower when compared to a textbook-based curriculum. The annual cost for consumables and lab materials would be higher. The staff will continue their research.

6.2.2. Field Trip: The 6th-8th grade students went to a presentation at the Chemeketa Planetarium on January 9

6.2.3. Upcoming events:

6.2.3.1. AWSEM starts January 21, 2020 and runs for 6 Tuesdays.

6.2.3.2. Field trip to the Oregon Symphony in Salem at Willamette University on March 9th.

6.3. Student Enrollment Numbers:

6.3.1. Current enrollment is 194 students vs 194 in January last year.

6.4. December Financial Reports – Tammy Pryce:

6.4.1. Expenditures were less than income this month.

6.4.2. Fred proposed adopting a resolution authorizing financing and showing who the authorized person is to execute documents on behalf of the school. This person will be the Executive Director Christy Wilkins. Jim seconded the motion. The motion passed unanimously. This resolution is for the bank in regards to financing the purchase of the modular building at Pedee that holds the 6th grade classroom and computer lab.

6.5. Board Goal Setting:

6.5.1. Vicki checked with Kristin Miles regarding the goal setting process. Kristin has a survey that she would like everyone, including Christy, to take. She will need 10 days to compile the information. The best date to have an evening meeting would be March 11th. Vicki will see if Kristin is available for that date. The cost will be around \$500.

6.6. Sick Leave Update:

6.6.1. This item was covered in the director's report.

6.7. 2018-2019 Annual School Review Report: The report to ODE was provided to the board for their perusal. Christy went over some of the information contained in the report. Now that this report is finished, Christy is working on a report that is required for the SSA funds.

6.8. 2018-2019 Annual Audit Report

6.8.1. A copy of the audit was provided to the board to read over. The same two concerns from last year arose again. Tammy and Christy will be looking into them.

7. BOARD POLICIES – SECOND READING:

7.1. JHFF/GBNAA – Reporting of Suspected Sexual Conduct with Students: After review by Christy, she proposes that the bracketed item that should be selected is prohibited. This proposal was accepted and the item will be placed on the consent agenda.

8. BOARD POLICIES – FIRST READING:

8.1. BBF – Board Member Standards of Conduct: Accept changes and add to consent agenda.

8.2. BDDG – Minutes of Board Meetings: Accept changes and add to consent agenda.

8.3. JGAB – Use of Restraint or Seclusion: Accept changes and add to consent agenda.

8.4. JHFF – Reporting Requirements Regarding Sexual Conduct with Students – Delete: Accept the deletion of this policy. Place on the consent agenda.

8.5. JHFF-AR – Sexual Conduct Complaint Form – Delete Accept the deletion of this policy. Place on the consent agenda.

9. ADJOURN:

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