

## Governing Board Meeting Minutes

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### Board Members

Board Chair: Terry Rohse

Vice Chair: BJ Foster

Treasurer: James Carter

Secretary: Carol Topaz @7:00pm

At-Large: Chuck Hackett

At-Large: Matthew Reynolds

At-Large: Kyle McSmith

At-Large: Ken Slough

At-Large: Empty

Non-Voting Member: Jesse Payne, Principal

### Guests

Taylor Tuepker

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### Agenda

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**6:32 pm Meeting Called to Order .....Terry Rohse**

**6:35pm IB Report.....Taylor Tuepker**

- All grades are wrapping up the first unit and starting into the second unit.
- The first grade class is going to do the maze project again. Ms. Taylor is excited to get to go through this year.
- Ms. Taylor pointed out what Mrs. Colby is doing Social Studies and how she is getting students involved.
- Ms. Taylor pointed out that due to the pandemic and distance learning for the students, more students need help. They are looking into bringing back iReady ready for grades K-5 only. This would be a reading curriculum for the next 2.5 years. They are trying to figure out the middle school math and are looking into iReady for that as well. That is what Salem Keizer uses.

**Financial Report.....James Carter**

- Explained the insurance for workers comp and showing how this was an added line item for the budget sheet. Matthew asked is this was different than the Boards insurance. Jesse responded with yes. He explained how having more charter based employees we will need to add this to the budget for each school year. He mentioned this insurance amount will increase as more employees are hired on as a charter employee.

- James explained that the gray highlighted areas on the budget sheet and how some of these amounts/numbers have changed due to the expansion. These dollars have moved to the expansion tab.
- Income tab, James mentioned nothing really has changed. The school received an athletic donation and reimbursement for summer school.
- Nothing added or changed in the fundraising tab.

**Expansion Report.....Jesse Payne & James Carter**

- The Nutrition Program needs to be its own line item. This is to show that the money provided is used for food only. Jesse explained this is also due to the 1st year nutrition program audit.
- James explained that they bank balance from July 1st through Nov. (formula designed in excel sheet). He said it was important to have the board know the balance in our account. He showed all the tabs, income, expense etc. would be formulated in the bank balance section and showed us the totals that match Quickbooks each month. He said this does not show Grant or District money.
- BJ asked about the nutrition expense & kitchen equipment, He wanted to know if that was a duplicate line item or it needed to be separate. James mentioned he would have Ms. Mary.

**Principals Report.....Jesse Payne**

- Covid incidents and going through the safety protocol. In 2nd grade a student said that they had an issue with a substitute teacher. Reviewed topics and discussions and outcome. BJ asked about having cameras in the classrooms to protect the school and staff. Jesse said that due to the teachers union cameras are not allowed in classrooms.
- Land Surveying started for the middle school on 11/8/2021.
- Parking and the parking lot at the school are terrible. Jesse reached out to the district about help with paving and the district said we were on as it is considered property enhancement. Jesse will be asking the architect to see if they can add on black top for the back loop during winter break or at the latest spring break. Chuck mentioned this would be tough to do in the wintertime due to the temperature. He said adding on 6" mits and 3" mits would be a good start. Plus this is what the company would have to do anyways to raise the black top out of the mud. Jesse mentioned that he has had people ask about fundraising, donating, and volunteering their time to help make the black top path happen. He said he will see if Salem Keizer is ok with that.
- Lots of thanks to James and Ms. Mary for working on the revised budget and to include the expansion of the new school as well as getting each line item organized.
- Jesse asked to have the board's approval for the expansion and to get the help from a financial consultant to get this process going with banks for the new school. This will be an infrastructure improvement line item and will cost \$6500.00 for this financial professional to help us through the expansion process. This person has done this type of work before and helped Howard Street get their process going for their new location.
- Jesse provided the financial consultant contract. Everyone reviewed the agreement. BJ set the agreement (financial agent David Roberson from Lewis, Young, Robertson & Burningham Inc.) and the payment of \$6500 to the financial professional to motion. Matthew seconded. Unanimous vote yes.
- Jesse asked for the board to vote on the iReady reading curriculum. It is for the length of 2.5 years at a cost of \$9500. Jesse is looking to see if this can be covered by the ESSER funds. James motioned to accept the purchase of the iReady reading curriculum, Kyle added with the addition that we try to see if ESSER funds will cover it. Chuck seconded the motion and a unanimous vote of yes.
- Staffing- Jesse hired Hannah McSmith as a full time instructional support staff to help in kindergarten, recess and lunch duty. Chef Anna has also had an increase in her hours to help support the classrooms but this could change. LRC has been a challenge. They are eager to hire someone and it is a paid position through the grant. There has not been anyone applying to hire. One is the process for hiring but we are waiting to hear back from references.

**7:15pm Items to Discuss**

- Possible new board member that is interested in joining. She is not a parent but a community member who is highly recommended by both Jesse and Matthew. We will send her the board application and hopefully get to review her application before the next board meeting.

**7:30pm Public Comments/Open Discussion**

- Chuck asked about the before and after school care. He said in the morning there is not enough light in the back by the door for everyone to see. He mentioned that he has seen Champions leaving the backdoor and front door open, Ken says he has also seen this. They are walking right in without being asked why they are in the building. Jesse said he has met with Champions and asked for an improvement in both morning and afternoon care or he will have to discontinue the daycare agreement.

**7:38pm Meeting Called to a Close.....Terry Rohse**

**Next Meeting: Monday, January 10th, 2022**