

Valley Inquiry Charter School

December Meeting Minutes

December 11th, 2023 | Virtual Meeting, 6:30pm

Board Members

Board President & Chair	Cammi Carriere
Vice Chair	Terry Rohse
Treasurer	BJ Foster >> Late
Secretary	Kyle McSmith
At-Large	Stephen Staten
At-Large	Ed Austin
At-Large	Matthew Reynolds
At-Large	Vacant
At-Large	Vacant
Non-Voting Member	Mr. Gary Etchemendy, Principal

Instructors/Staff/Other:

Mrs. Melissa Colby
Mrs. Sandra Acosta
Mrs. Mary Campos
Kassy Shelby
Shereesa Lucas

Meeting Agenda Item Minutes

- 6:44pm** **Call to Order/ Introductions-**
- Meeting started late, due to zoom connection issues. Cammi called the meeting to order.
- 6:45pm** **Review/Approve Board Meeting Minutes-**
- Cammi brought up the Board Meeting Minutes (11/13/23) from last month. She said we need to make a motion to accept the minutes for that meeting. Terry motion to accept the 11/13/23 meeting minutes as written. Kyle second. Vote: 6 Yes/ 0 No.
- 6:46pm** **Student Council Report-**
- Cammi asked if the representative from the student council would provide her report to the board. Class president said they just finished up spirit week. She said this went really well and everyone had fun participating. Cammi asked who was in the student body. The representative provided the 6 students from the 3rd thru 5th grades. Cammi asked what the student council plan was for the rest of the year. She said she would like to see a school dance by the end of the year.
- 6:49pm** **Treasurer/ Financial Report-**

- B.J. said the month's finances look normal. He said most of the expenses are from payroll and Apple software charges. He said we received the funds from the Jon-a-thon. He said it was \$12,400 and said this was a successful turn out in funds. Otherwise, the financials look normal. He said we have still not received funds from the district. Gary jumped in and said He and Mary have been checking with this on the district and said everything has been approved and signed. He said it should be here any time and thinks it could be the financial institution timeline to clear the payment. He said he will double check and let the board know of any new updates on these funds.

6:52pm

Principal Report-

- Security Update- Gary said this is still being worked on. He said he sees new items in the building, but has not heard or known of a completion date yet. He said it is continuous work. He will keep us updated when this is finally completed.

- Staffing- Gary said he is still looking for the one part time position to fill (LRC IA). He said they will be closing the position posting and reopening it, so it can be bounced to the top of the list and hopefully provide more visibility to people looking for this position. He said he will let us know once this position is filled.

- Student Enrollment- Mrs. Acosta said we have 3 spots (Kinder, 3rd, 5th Grade) open currently for student enrollment. She said it can be hard to fill the spots this close to the Holidays. She said she will keep reaching out to parents and let us know of any enrollment updates.

6:55pm

I.B. Report-

- Mrs. Colby let us know the unit being worked on is Balanced & Open Minded. She said the students filled up the action board again, so everyone can bring their stuffy to PJ day this week. She said we will have an assembly in January and will spin the wheel for the next reward on the action board.

- Mrs. Colby said she is still doing the teacher questionnaire and will be doing more in January. She said she asked some other I.B. schools about the I.B. audit and evaluation. She said one of the dings on the report is not involving the public or stakeholders. She said she would like to have the board review the I.B. form and ask questions or provide feedback. She said she will send this out to everyone.

- Cammi asked if Mrs. Colby could provide what I.B. means and provide an introduction to I.B., so we could show the board and the new members. Mrs. Colby went through her slide, to show the history of I.B. She shared the summary of the learner profile. She also explained how it is taught in the classroom and still meets the district standards. Cammi asked if anyone had questions. Steven appreciated Mrs. Colby on this I.B. overview and to send him any other info to help him learn more about the I.B. Cammi then asked how do we track the I.B. curriculum with the district standard. Mrs. Colby said it is within the program of inquiry. She said each teacher can use the I.B. units or tweak the units to make

sure it is in line with the district standards. She said this is what is nice about the inquiry program. As district standards change, the I.B. units can adapt and evolve to meet the district standards and the teachers have this autonomy to use the units that best fit those standards. Cammi asked how Mrs. Colby felt about the I.B. roll. She said she has done this in the past and is glad to be back in this role. She said she loves it.

7:10pm

Parking Lot Project-

- Cammi asked Mrs. Mary about the parking lot project update. Mrs. Mary said that Blake (architect company) had an open house for bidding the parking lot project. She said 13 contractors showed up. She said a majority of them were sub-contractors, which could be better for us and fit this project within our budget. She said the bids are due back to Blake by 12/21, so they can review, organize, and provide all the bids to her. When she gets them, she will send this out to the board for review. She asked the board to be ready in the January meeting to go over the bids and look to vote. She said she can ask Blake to attend this meeting and help answer any of the questions the board may have on the bids. She said it will be easiest for him to join virtually. She said to let her know about this and she can reach out to Blake. She gave her completion timeline to Blake. She said the best times would be during spring break or in the summer, but this really depends on weather and the contractor's timeline. B.J asked about the modification to the parking lot plan and did not know if this new plan was available to review. Mrs. Mary said the modifications were small and was tweaked to meet the city and county requirements. She said with these small changes, she said it may not be visible on the physical plan layout. These modifications are part of the bidding process for the contractors currently. She said she will ask Blake to see if he can send the new plan and will let the board know when she receives it.

- Mrs. Mary then brought up the plan/ project for the electricity bidding, so we can get new power access to the portables and will allow us to receive the new portables. She said this bidding will be going on in January. She said the hold up is on PGE's side. She said she will keep the board updated on this electricity project/ bid. Cammi said she would like to review both projects/ bids in next month's meeting.

7:19pm

Executive Session- Start-

7:38pm

Executive Session- End-

7:39pm

SIA Reporting-

- Cammi asked Mrs. Mary to share the SIA Reporting document to the board and public. Cammi showed the format for the SIA budget report. She said we have adjusted line item 2, 3, 5 on the SIA reporting document to the correct location for the growth coordinator payment allocation. She said this revised report

shows the SIA funds used and where it was appropriately allocated to. She said the previous document may have looked incorrect, but was not the case. She said the funds just needed to be reallocated to show this correctly on the budget report. Cammi then showed the board and all in the meeting the journal report for this SIA reporting and explained what this journal report was for. She then moved to the progress marker and explained how this is showing the improvement this position has provided to the students. She said we will have an annual report later this year. She said this SIA report will be posted to the school website. She said Gary is working on this year's SIA budget and report.

- B.J. asked if the expenditures will be similar this year. Gary & Mrs. Mary provided the breakout for utilizing the SIA funds. Matthew asked if these funds end this year. Gary said this is continuous funds and will be available next year. He said the ESSR funds will be going away after this year.

7:46pm

Public Comments-

- Cammi brought up the secretary role. She asked the board if anyone would like to step up and take meeting notes, since Kyle is stepping down from the position and is leaving the VICS board. Terry said he can step up and take the meeting minutes each month. Cammi wanted to thank Kyle and Matthew for all their help and participation for being on the VICS board. Kyle thanked the board for allowing him to be a part of this membership and the Valley Inquiry Charter School. As well thanked all the staff for getting through all the challenges and obstacles throughout the years.

7:48pm

Meeting Adjourn-

January Board Meeting: Monday, January 8th 2023 @ 6:30pm. Held Virtually or In person TBD.