Valley Inquiry Charter School

August Meeting Minutes

*August 8th, 2022 | In Person Meeting, 6:30pm*

**Board Members Instructors/Staff/Other:**

Board President & Chair Ken Slough- Absent Mrs. Acosta

Vice Chair BJ Foster

Treasurer James Carter

Secretary Kyle McSmith

At-Large Matthew Reynolds

At-Large Terry Rohse

At-Large Vacant

At-Large Vacant

At-Large Vacant

Non-Voting Member Craig Harlow, Principal



Meeting Agenda Item Minutes

**6:41pm Call to Order/Introductions-**

- Re-introducing each other with Craig, the new Principal for VICS.

**6:42pm Review and adopt June 6th, 2022, Board Meeting Minutes-**

-B.J. brought up June’s Board Meeting Minutes. James motioned to accept the minutes as written. Kyle second this motion. Vote unanimous: 5 yes/ 0 No.

-Discuss Board Member applications. B.J. mentioned Kami has applied for a spot on the board. He mentioned she is a parent looking to be a part of board. Since this does not affect the charter agreement. B.J. said he will send her application to us for review. Then we can look to vote her in at next month’s meeting.

**6:46pm Financial Report-**

-James mentioned not too much has changed for June budget. He did mention some of the charges that has come through. He mentioned facility improvements for carpets & desks for the classrooms. Charter I.B. fees. Spanish curriculum for 5 – 7th grade. This is the same curriculum the district uses for Spanish. Mrs. Acosta said it was paperwork and books for the upper classes. James mentioned $29,000.00 is for the infrastructure charges. Then $3700.00 for improvement on the MYP expansion. He said we will end up with approx. $403,000 in the bank.

-James then mentioned we need to review and approve the official budget for next year. He said there was a change to the last month’s budget versus this current budget. He said the difference in the change is about $45,000.00. He said this has come due to changes in staff healthcare and based on salaries for charter employee new hires and pay increase for existing employees. James then mentioned we are still short on teachers and mentioned to see if the board would approve the option to add in a sign on bonus for charter employee new hires. B.J. entertained the idea to accept the next year’s budget as written. Terry motioned to accept the revised budget as written. Matthew second this motion. Vote unanimous: 5 yes/ 0 No.

**7:06pm Principal Report-**

-Craig said there is a shortage of teachers and out of all the years he has been in the administrative position. He said he has never had this much trouble finding qualified candidates. He said he is nervous, as it is hard to find the charter teachers we need. He mentioned we need a Music Teacher, 5th grade STEM teacher, 6/7th grade Humanities teacher and 6/7th grade STEM teacher. He said he has a few applicants and is trying to have the interviews wrapped up by 08/19. He said he will need some help with setting up charter new employees and potentially finding other qualified candidates. He said worst case scenario he would need to see if we can bring in a long-term sub. He said if this option did not work, then he would look to restructure the current staff we have to fill the voids. Craig thought the sign on bonus would be very helpful. As a board we discussed the option to add in a $1000.00 sign on bonus for all new hires that stayed with the school through January. B.J. entertained the idea to add in the $1000 sign on bonus for all new hires that are at the school through January. Matthew motioned to accept the sign on bonus as discussed. Terry second this motion. Vote unanimous: 5 yes/ 0 No.

**7:21pm Executive Session Start-**

**7:46pm Executive Session End-**

**7:47pm Transition Items/ Middle School Expansion -**

-Craig will be meeting and discussing the MYP expansion with Blake (architect) and Joel (S/K facilities person) and to find out what the next step is for the expansion. He said the 3 portables that we should have received on the school property are on delay, as the district is still using the portables. He said he will find out when these will be moving to the school property and will let the board know. He said on this Friday, he will be meeting with Susan West (point of contact for charter schools) to go over the VICS integrated planning tool. He said he will be providing updates to the emergency plans. Then he will be providing a pre-service for all staff on the final week of August. He said during this time, he will provide school times and staff schedules. He did ask if he could meet with the board to discuss the applicants, he feels is qualified for the positions needed at the school. We, as the board, said we can meet via Zoom on Wednesday, 17th at 6:30pm to go over the new applicants and to discuss the hiring process for these potential new staff members.

**8:04pm Meeting Adjourn-**

September Board Meeting: Monday, September 12th, 2022 @ 6:30pm. Held at VICS.