

Valley Inquiry Charter School Board

Meeting Minutes

Date: October 13, 2025

Location: Virtual

Call to Order: 6:35 p.m. by Chair Cammi Carriere

Roll Call

Attendees (Virtual):

- Cammi Carriere, Chair
- Lacey McNay, Principal
- Carol Kruse, Board Member
- Ed Warren, Board Member
- Garrick Williams, Board Member
- Terry Rohse, Vice Chair
- Steve Staten, Treasurer

Absent:

- BJ Foster, Secretary

September meeting minutes have not yet been distributed; approval postponed until next meeting. BJ not in attendance.

Reports

MYP IB Update – Andrew Schmitt

Andrew shared that MYP staff are continuing to adapt to virtual learning and finding ways to maximize instructional time. Professional development time has been used for reflection, evaluation of enrichment activities, and collaborative sharing of strategies that work well across grades.

VICS has been officially approved for IB candidacy, beginning a 12–18 month process. The goal is to apply for authorization next school year, moving toward becoming an official IB World School.

Cammi asked how new-to-IB students are adjusting. Andrew explained that older students are used to homework expectations, but some sixth graders, particularly those who have not previously had structured homework, are adjusting to managing work outside of class. Teachers are incorporating projects and group work to build IB learning habits, but coordination can be difficult in a virtual setting. Staff continue emphasizing the IB Learner Profile and exploring ways to embody it online.

Principal's Report – Lacey McNay and Assistant Principal Katherine Fuller

Lacey and Katherine provided an update on staff development and school activities:

- **Staff Development:**

Staff revisited DISC personality and communication styles to strengthen collaboration and consistency across new and returning team members. The de-escalation strategies training received strong positive feedback.

- **Professional Learning:**

- **PYP:** Focus on the Lucy Calkins writing program and collaborative planning.

- **MYP:** Collaborative Planning and Hybrid Learning professional development. Teams have worked to connect transdisciplinary IB units, including collaborative planning days in August and most recently the prior Friday.

- **STEAM Activities:**

Students built gate structures to test how many erasers they could balance, emphasizing engineering design. Upcoming activity: designing paper bats to test flight distance.

Monthly STEAM challenges continue, engaging families in hands-on projects at home with plans for future in-person events. The October challenge is pumpkin decorating. Carol asked about limitations since pumpkins can be decorated in many styles. Staff noted that guidelines are in place to ensure age-appropriate and friendly designs.

- **Student Handbook:**

The handbook has been split into separate PYP and MYP editions to better reflect grade-level expectations. Distribution will occur at fall conferences.

- **Safety Committee:**

Led by Lacey Purkey, MYP Office Manager. Committee has been formed and is

scheduling required drills: fire and evacuation drills, as well as an earthquake drill later in October. Younger students will receive advance notice, and families will be informed afterward so they can discuss it at home.

Upcoming Events

- **Trunk or Treat:** October 18, 12–2 p.m.
- **PTC Meeting:** October 21, 6 p.m.
- **Conferences:** October 22–23
- **No School:** October 24
- **All-School Pumpkin Field Trip:** this year's K–1 fall event
- **Open House:** postponed until construction completion
- **Spirit Week:** October 31–November 7 (October 31 is Character Day)
- **Jog-a-Thon:** November 7 (PYP only)
- **Reptile Man Assembly:** November (K–8, sponsored by PTC)
- **Character Trait Assemblies:** paused until parking lot project completion
- **Looking Ahead:** January 28–29 will be school days for VICS K–8, though not district-wide for SKPS

Clubs

- **Choir (3–5):** Tuesdays
- **GRASP (4–5):** Applications opening soon
- **Student Council:** 14 applications received; 13 members selected including president, vice president, secretary, treasurer, two 3–5 representatives, and two members-at-large. Council is developing its first formal action proposal, written so it can be understood and

implemented by anyone unfamiliar with the project.

- **TAG:**
 - PYP LOSAF meetings Thursdays
 - MYP TAG group starting soon (Mondays)
- **Inquiry Clubs:** in planning phase, expected after conferences

Staffing

- A new 7.5 FTE SPED Instructional Assistant will begin soon.
- Recruitment is underway for a 3.5 FTE SPED IA with a literacy focus (reading, writing, and listening).

Enrollment

PYP Total: 161 (no change since last meeting)

KG 1 2 3 4 5

25 26 27 28 28 27

MYP Total: 64 (increase since last meeting)

6 7 8

39 19 6

Whole School Total: 225 students

PYP IB Update – Stacy Boost

Stacy shared progress toward IB evaluation and evidence collection through the Toddle platform, which helps staff document unit plans and reflection.

Classroom highlights:

- **Kindergarten:** “Who We Are” – understanding identity and community at VICS
- **Grade 1:** Hispanic Heritage Month – cultural studies of flags, foods, customs, and music
- **Grade 2:** Fable drama performance integrating literacy and arts
- **Grade 3:** ODFW “Fish to Fry” program, hatching fish eggs and releasing fry
- **Grade 4:** Research on influential Hispanic historical figures
- **Grade 5:** Hybrid animal genetics project combining scientific and creative learning

Cheetah Challenge:

- Reading: 22,255 total pages logged
- Math: 13 students completed challenges
- **Pizza Hut Book It! Program** begins October 1, allowing students to earn a free pizza certificate each month (October–April).

Toddle Planning Example:

Shared Canva example showing how teachers embed standards, learning connections, and reflection notes within each unit, creating a living record for future refinement.

Risk Taker of the Month:

Parents will visit classrooms monthly to read thematically aligned books. Themes include:

- October: Hispanic Heritage
- November: Feathers & Braids
- December: Brazil
- January: Northern England

Financial Report – Steve Staten

- **Chase Bank:** \$177,000 balance (approximately \$159,000 is a recent SKPS deposit). Cammi attempted to close the account but was unable to due to a pending charge; will retry soon.
- **U.S. Bank:** \$1.1 million balance, including recent SKPS deposits of \$626,000 and \$365,000.
- **Total Cash on Hand:** approximately \$1.3 million.
- Major expenses over the past 30 days include payroll and bond-related costs.

Cammi noted the Chase balance appears lower in QuickBooks; she will investigate potential synchronization or timing delays.

Public Comment and Discussion

Food Vendor for Next Year

Yvette Hendrix (chat): asked about plans for next year's meal vendor since Sodexo will no longer be used.

Lacey: said the school will evaluate alternatives and welcomes family input. Mentioned Farm to School Network as a possible avenue.

Carol Kruse: suggested Aramark (used previously by Corban University).

Beka Benham: clarified that Corban currently uses Sodexo.

Enrollment Cap

Crystal (chat): asked about the maximum enrollment for middle school.

Lacey: explained that VICS's charter allows a maximum of 285 students and a minimum of 75. Current PYP enrollment (28 per class) leaves capacity for additional MYP growth, with MYP maximum around 114 students.

Board Meeting Notifications

Crystal (chat): expressed concern that board meetings are not always publicized early enough to encourage parent engagement.

Cammi: noted meetings are posted on the website and ParentSquare but agreed outreach

could improve.

Kassy (chat): asked if meetings are typically held the second Monday each month. Cammi confirmed that is the usual schedule, with at least one-week notice for regular meetings and 24 hours for special sessions.

Crystal (chat): noted that recent notifications were posted only a day in advance or not at all; suggested printed fliers or a sandwich board.

Lacey: apologized, explaining she had been out for medical reasons and was unable to post this meeting notice.

Carol: asked about using phone alerts; Lacey confirmed ParentSquare serves that purpose.

Reuben (voice): clarified that the PTC meeting was posted but the board meeting was not.

Cammi and Garrick: acknowledged communication gaps and discussed options such as a front readerboard or backup posting plan when staff are unavailable.

Carol: commented that as a new board member she felt the exchange was uncomfortable but expressed commitment to understanding and improving communication processes.

Terry: added that fliers incur costs and do not reach all families, but a sandwich board or readerboard may be a practical option.

Special Education Inclusion

Erika Torralba (chat): asked how special education inclusion differs at VICS compared to SKPS and requested clarification on board members/roles.

Lacey: explained that SKPS continues to provide SPED services and VICS follows district inclusion practices.

Board members introduced themselves and their roles:

- Cammi Carriere – Chair
- Terry Rohse – Vice Chair
- Carol Kruse – Member at Large
- Ed Warren – Member at Large
- Garrick Williams – Member at Large
- Steve Staten – Treasurer
- BJ Foster (absent) – Secretary

Executive Session

Entered: 7:57 p.m.

Resumed Public Session: 8:40 p.m.

Cammi reported that the principal contract renewal process is underway. The position will transition from a “Teaching Principal” to a full “K–8 Principal” role. A committee consisting of Terry, Steve, and Ed will develop a revised contract proposal and compensation recommendation.

Construction Update

Cammi provided an update on ongoing campus construction. Work has slowed recently due to coordination delays with PGE, which is scheduled to complete electrical work on October 24. This includes removal of overhead lines and transition to underground service.

The delay is estimated at about three weeks, but overall project completion remains expected around mid-December, weather permitting. The parking lot should reopen within one to two weeks, allowing front-area use once paving is complete. Foundation work will begin after PGE completion.

The construction team has no concerns about soil conditions affecting portable relocation. Approval was granted to use the access road east of the property. The dirt berm will be finalized after portable setup and will not impact the track area. The team is exploring use of the old portable for a training fire exercise pending safety review.

Terry Rohse departed at 8:45 p.m.

Public Complaint / Grievance Policy

Cammi reported that the board received a communication regarding concerns discussed at the prior meeting about construction noise and SPED accommodations. The individual met with administration to review the student’s plan. Construction partners were consulted and confirmed compliance with safety requirements, though schedule flexibility is limited without additional cost or delays.

Steve: asked whether staff can adequately manage the situation or if some disruptions are unavoidable.

Lacey: acknowledged that excavation was particularly loud but said staff have since arranged a quiet space on the opposite side of the building for affected students. The team coordinates with

contractors to anticipate noisy periods.

Reuben Gershin (public): identified himself as the complainant, explaining he had contacted SKPS Construction regarding noise, traffic flow, and smell. He asked how VICS plans to mitigate potential odor from upcoming paving work near classrooms.

Cammi: stated that the paving is tentatively scheduled for October 24, when school will not be in session, to minimize impact.

Steve: recommended reviewing the current grievance policy as VICS transitions away from SKPS administration but advised continuing to follow the existing process in the interim.

Cammi: added that the board should ensure the current grievance policy is publicly available on the website.

Adjournment

Time: 9:08 p.m.

Next Meeting: November 10, 2025, at 6:30 p.m. (virtual and in-person)