

Eddyville Charter School Board of Directors P.O. Box 68 Eddyville, OR 97343 Phone: 541.875.2942

## November 15, 2018 Board Meeting- Regular Session: 6:30pm AGENDA

1)	Meeting Called to Order	
2)	Past Meeting Minutes: September 20, 2018	Pg. 2-4
3)	Agenda Adjustments	
4)	Informational Items	
	a) Financial Report: Jackie Olsen	Pg. 5-13

### 5) Interested Party Comments

During this time the audience will have the opportunity to speak to the board. Anyone wishing to address the board is asked to complete a request via sign in upon entering the board meeting. The chairman reserves the right to limit time allocated to each presenter. It is requested that those addressing the board state their name for the record.

#### 6) Communication

a)	Administration Report- Stacy Knudson	Pg.14-15
b)	Athletic Director Report: Garrett Thompson	Pg. 16

#### 7) Action Items

- a) 7<sup>th</sup> Board Position
- b) December Board Meeting

#### 8) Consent Agenda

- a) Policy approvals from October Packet
  - i) BDDH-AR- Public Comments at Board Meetings
  - ii) JGAB- Seclusion/Restraint
- b) Overnight Tournament Approvals
  - i) Gilchrist 11/30-12/1
  - ii) Umpqua 12/21-12/22

### 9) New Business

a) Board Letter of Intent



Eddyville Charter School Board of Directors P.O. Box 68 Eddyville, OR 97343 Phone: 541.875.2942

# October 18, 2018 Board Meeting- Regular Session: 6:30pm MEETING NOTES

**Board Members in Attendance:** Larry Cook, Ryan Gassner, John Lancaster (until 7:05), Rebecca Phillips-Sutton, Stephanie Mekemson, Lisa Rorie

Administration in Attendance: Stacy Knudson

## Board Members Absent: N/A

ESD Financial Manager: Jackie Olsen (absent)

Minutes prepared by: Board Clerk: Dani Ulstad

1) Meeting Called to Order at 6:30 by Ryan Gassner

### 2) Past Meeting Minutes: September 20, 2018

a) Lisa Rorie moved to approve the passing of the September meeting minutes. Stephanie Mekemson seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

### 3) Agenda Adjustments

- a) Addition to Action Items (d): Change board meeting date in January
- b) Addition to Action Items (e): Football team overnight approval
- c) Addition to Action Items (f): Counseling service allocation
  - i) Lisa Rorie moved to approve the passing of the agenda adjustments. Stephanie Mekemson seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

### 4) Informational Items

- a) Financial Report: Jackie Olsen (In Board Packet)
  - i) Lisa Rorie moved to approve the passing of the Financial Report. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- b) Bill of Sale
  - i) Board members expressed concern about the lack of communication on the business manager's part when selling the bus for \$100. The bus was purchased for \$1500 and \$3000 was spent on the tax write off. In the future major expenditures (buying/selling) will be approved by the superintendent and brought to the board's attention at the following board meeting.

### 5) Interested Party Comments (NONE)

During this time the audience will have the opportunity to speak to the board. Anyone wishing to address the board is asked to complete a request via sign in upon entering the board meeting. The chairman reserves the right to limit time allocated to each presenter. It is requested that those addressing the board state their name for the record.

## 6) Communication/ Informational Items

- a) Administration Report- Stacy Knudson (In Packet)
- b) Athletic Director Report: Garrett Thompson (In Packet)
- c) Teacher Presentation: Sports Media

## 7) Action Items

- a) Extra Duty Stipend
  - i) Larry Cook moved to approve the passing of the Extra Duty Stipend for \$7000. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- b) Surplus: Old Machinery from Shop
  - i) PACE recommended that anything that poses a safety risk in the shop should be sold. The board discussed the need for someone to come and access what things could be sold for.
  - ii) As of now, the woodshop class is not meeting in the shop until things are sold, cleaned up and/or restored.
  - iii) Lisa Rorie moved to approve to move the old machinery from the shop to surplus. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- c) Facilities Manager Contract
  - i) Two people were interviewed. A contract was offered to someone with 24 years experience in construction. He will work four tens and have flexible hours when needed. The board discussed the need for a probationary period of 90 days (February 5).
  - ii) Lisa Rorie moved to approve the Facilities Manager Contract with a 90-day probationary period. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- d) Change board meeting date in January
  - i) The board will wait to discuss the change until closer to the date because of possible schedules.
- e) Football team overnight approval
  - i) High School football team and four coaches to go to a football tournament in Madras, Oregon. Because of its overnight nature, the tournament needs to be approved.
  - ii) Lisa Rorie moved to approve the Football team overnight approval given the team makes responsible decisions. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- f) Counseling service allocation
  - i) The board already approved using funds to use Ollala's counseling services for \$10,000. However, their services have not been used yet. Another counseling option has come forward for one hour a day at \$80-\$100 an hour. The board will start at the lower amount and reassess the effectiveness next year and possibly up the allotted amount.
  - ii) Lisa Rorie moved to approve the Counseling service allocation of \$75/hour to the new counseling services. Stephanie Mekemson seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

## 8) Consent Agenda

- a) Co-Op Approval: Softball with Siletz
- b) Policy approvals from September Packet
  - i) IKF/IKF-AR- Graduation Requirements
  - ii) GCDA/GCDA-AR- Criminal Records Checks/Fingerprinting
  - iii) JHCC G1/JHCCGR-G1- Communicable Disease
  - iv) JHCD/JHCDA-AR- Medications
- c) Lisa Rorie moved to approve the passing of the consent agenda. Stephanie Mekemson seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

### 9) New Business

- a) Policy Approval First Readings
  - i) BDDH-AR- Public Comments at Board Meetings
    - (1) Change from 3 minutes to 5 minutes
  - ii) JGAB- Seclusion/Restraint
    - (1) Change to the NCI training program for seclusion/restraint

### Meeting Adjourned at 7:39pm by Ryan Gassner. Next Meeting: November 15, 2018 at 6:30pm



Linn Benton Lincoln Education Service District • 905 4th Avenue SE • Albany, Oregon 97321 • Phone: 541-812-2600 • Fax: 541-926-6047 • www.lblesd.k12.or.us

### MEMORANDUM

November 7, 2018

TO: Eddyville Charter School Board of DirectorsFROM: Jackie Olsen, CFORE: October 31, 2018 Financial Statements

Board Members,

Attached you will find the 2018-19 Cash Flow report, which presents actual revenue and expenditures through October 31, 2018 and projected revenue and expenditures through June 30, 2019. The audit has been completed for FY17/18 and the ending fund balance has been updated to \$827,264, which is higher than the budgeted amount of \$750,000. At this time, the estimated ending cash balance for FY18/19 is \$1,116,034, with \$130,000 of that balance reserved in Contingency.

Revenue for the month of October totaled \$194,996 and were projected at \$186,300.

Expenditures for the month of October totaled \$193,869 and were projected at \$167,555.

Please let me know if you have any questions or concerns regarding these statements.

Tonja Everest Superintendent

# EDDYVILLE CHARTER SCHOOL

Projected Cash Flow FY 2018-2019

	JUL	AUG	SEP	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Projected	Adopted
General Fund	Actuals	Actuals	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Totals	Budget
REVENUE					•	•								
BEG FUND BAL	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	827,264	750,000
Bank Interest 1510	109	148	152	151	100	100	100	100	100	100	100	100	1,360	1,200
Contributions/Donations 1920	-	-	3,607	1,070	-	-	-	-	-			-	4,677	-
Recovery Prior Year 1960	-	-	-	-	-	-	-	-	-		-	-	-	500
Miscellaneous 1990	-	-	61	1,604	3,000	200	200	200	500	3,000	170	300	9,235	15,000
Miscellaneous Erate 1991	-	-	-	-	-	-	-	-	-	-	-	-	-	-
State Rev/SSF-General Support 3101	383,941	192,171	192,171	192,171	192,171	192,171	185,000	185,000	185,000	185,000	100,000	-	2,184,796	2,153,079
TOTAL REVENUE	384,050	192,319	195,991	194,996	195,271	192,471	185,300	185,300	185,600	188,100	100,270	400	3,027,332	2,919,779
EXPENDITURES														
100-Salaries	16,730	\$18,213	\$84,102	\$82,598	\$87,219	\$85,846	\$82,554	\$90,915	\$85,540	\$83,187	\$90,571	\$206,537	1,014,011	1,015,858
200-Payroll Costs	11,038	\$11,645	\$44,488	\$43,094	\$51,957	\$53,091	\$54,598	\$56,129	\$57,079	\$55,203	\$58,253	\$127,414	623,990	665,734
300-Contracted Services	3,905	\$17,080	\$12,138	\$44,966	\$73,743	\$46,414	\$105,850	\$43,397	\$48,262	\$38,732	\$10,766	\$77,518	522,770	562,800
400-Supplies & Materials	257	\$12,773	\$24,322	\$22,856	\$8,018	\$2,291	\$1,070	\$2,966	\$5,487	\$13,625	\$19,829	\$12,657	126,150	95,500
500- Equipment	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000
600-Dues/Fees	2,575	\$3,682	\$36,904	\$355	\$2,428	\$686	\$173	\$721	\$335	\$650	\$440	\$1,009	49,957	48,204
700- Transfers												396,683	396,683	396,683
800- Contingency (planned reserve)	-	-	-	-	-	-	-	-	-	-	-	-	-	130,000
TOTAL EXPENDITURES	34,504	63,393	201,954	193,869	223,365	188,328	244,245	194,128	196,702	191,396	179,860	826,818	2,738,561	2,919,779
MONTHLY ADDITION/(DEFICIT)	349,546	128,925	(5,963)	1,127	(28,094)	4,143	(58,945)	(8,828)	(11,102)	(3,296)	(79,590)	(826,418)	288,770	
Projected Ending Fund Balance	1,176,810	956,189	821,301	828,390	799,170	831,407	768,319	818,436	816,162	823,967	747,674	846	1,116,034	-
CASH REPORT														
Monthly Beginning Balance														
	005.055	100.055	00 76 5	100.015	100.415									
Checking Account Money Market Accounts	235,679 716,724	122,322 1,073,007	96,796 1,235,326	122,818 1,226,095	136,112 1,210,213	-	-	-	-	-	-	-		
,	,	, ,	, ,	, ,	, ,	-	-	-	-	-	-	-		
Total	952,403	1,195,329	1,332,122	1,348,913	1,346,324	-	-	-	-	-	-	-		
Monthly Ending Balance		-					-							
Checking Account	122,322	96,796	122,818	136,112										
Checking Account Money Market Accounts	1,073,007	96,796	1,226,095	1,210,213										
Total	, ,	, ,	, ,	, ,										
i otal	1,195,329	1,332,122	1,348,913	1,346,324	-	-	-	-	-	-	-	-		
Cash: Net Monthly Change	242,926	136,793	16,792	(2,589)	(1,346,324)	-	-	-	-	-	-	-		

## **Reprint Check Listing**

Fiscal Year: 2018-2019

Criteria:					
Bank Account: Bank of the West 1211007	782	From Date:	10/01/2018	To Date:	10/31/2018
From Check:	To Check:	From Clear Date:		To Clear Date:	
From Voucher:	To Voucher:				

# Types: 🗹 Expense 🗹 Manual 🖉 Payroll 🖉 Payroll Deductions 🗌 Other Disbursements

\* Indicates gap in check sequence

Check Number	Date	Payee	Amount	Voucher	Status	Туре	Cleared?	Clear Date	Void Date
18622	10/15/2018	ALARM SOLUTIONS INC.	\$90.00	1048	Printed	Expense		10/31/2018	
18623	10/15/2018	AMAZON.COM	\$1,033.30	1048	Printed	Expense		10/31/2018	
18624	10/15/2018	ANALYTICAL LABORATORY & CONSULTANTS	\$290.00	1048	Printed	Expense		10/31/2018	
18625	10/15/2018	ArmorZone Athletic	\$958.00	1048	Printed	Expense		10/31/2018	
18626	10/15/2018	Best Pots	\$237.68	1048	Printed	Expense		10/31/2018	
18627	10/15/2018	COASTAL REFRIGERATION	\$600.30	1048	Printed	Expense		10/31/2018	
18628	10/15/2018	CONSUMER POWER INC	\$1,634.44	1048	Printed	Expense		10/31/2018	
18629	10/15/2018	Curriculum Associates LLC	\$4,200.00	1048	Printed	Expense		10/31/2018	
18630	10/15/2018	DAHL DISPOSAL SERVICE	\$870.00	1048	Printed	Expense		10/31/2018	
18631	10/15/2018	DOUG'S ELECTRIC	\$1,192.38	1048	Printed	Expense		10/31/2018	
18632	10/15/2018	EMERALD SPRINGS BOTTLED WATER	\$143.00	1048	Printed	Expense		10/31/2018	
18633	10/15/2018	EPS/SCHOOL SPECIALTY	\$642.93	1048	Printed	Expense		10/31/2018	
18634	10/15/2018	HOME DEPOT	\$266.06	1048	Printed	Expense		10/31/2018	
18635	10/15/2018	INDUSTRIAL WELDING SUPPLY	\$5.00	1048	Printed	Expense		10/31/2018	
18636	10/15/2018	Jerry's Home Improvement	\$3,999.00	1048	Printed	Expense		10/31/2018	
18637	10/15/2018	NETCHEMIA, LLC	\$447.51	1048	Printed	Expense		10/31/2018	
18638	10/15/2018	NORTHWEST TEXTBOOKS DEPOSITORY	\$3,563.27	1048	Printed	Expense		10/31/2018	
18639	10/15/2018	PIONEER TELEPHONE CO	\$1,542.70	1048	Printed	Expense		10/31/2018	
18640	10/15/2018	SAIF	\$826.26	1048	Printed	Expense		10/31/2018	
18641	10/15/2018	SMEED COMMUNICATIONS SERVICES	\$437.50	1048	Printed	Expense		10/31/2018	
18642	10/15/2018	STAPLES ADVANTAGE	\$827.23	1048	Printed	Expense		10/31/2018	
18643	10/15/2018	XEROX CAPITAL SERVICES	\$836.39	1048	Printed	Expense		10/31/2018	
Printed: 11/07/2018	2:24:37 PM	Report: rptCSACheckListing		2018	3.3.12	Page: 1			

## **Reprint Check Listing**

Fiscal Year: 2018-2019

Criteria:	
Bank Account:	Bank of the West 121100782
From Check:	То

From Voucher:

From Date:	10/01/2018	To Date:	10/31/2018
From Clear Date:		To Clear Date:	

Types: Z Expense Z Manual Z Payroll Z Payroll Deductions Other Disbursements

To Check:

To Voucher:

\* Indicates gap in check sequence

Check Number	Date	Payee	Amount	Voucher	Status	Туре	Cleared?	Clear Date	Void Date
18644	10/16/2018	M & E SEPTIC SERVICE	\$2,536.00	1050	Printed	Expense		10/31/2018	
18645	10/25/2018	BILDER, MATTHEW TYLER	\$3,639.48	5	Printed	Payroll		10/31/2018	
18646	10/25/2018	MOLINE, MARGARET L	\$95.71	5	Printed	Payroll			
18647	10/25/2018	MEIER, RUTH A	\$186.76	5	Printed	Payroll			
18648	10/25/2018	KRAFT, VICKI S	\$45.39	6	Printed	Payroll			
18649	10/25/2018	LAPHAM, RAYSHA LYNN	\$61.11	6	Printed	Payroll			
18650	10/25/2018	THOMPSON, FELICIA M	\$71.95	6	Printed	Payroll			
18651	10/26/2018	Whisler, Jill M	\$2,719.09	7	Printed	Payroll		10/31/2018	
18652	10/31/2018	AIRROW HEATING & SHEET METAL, LLC	\$13,186.00	1062	Printed	Expense			
18653	10/31/2018	AMAZON.COM	\$873.70	1062	Printed	Expense			
18654	10/31/2018	ANALYTICAL LABORATORY & CONSULTANTS	\$95.00	1062	Printed	Expense			
18655	10/31/2018	CULLIGAN WATER SYSTEMS	\$125.00	1062	Printed	Expense			
18656	10/31/2018	DOUG'S ELECTRIC	\$2,596.43	1062	Printed	Expense			
18657	10/31/2018	ENDICOTT, MELISSA	\$45.01	1062	Printed	Expense			
18658	10/31/2018	EPS/SCHOOL SPECIALTY	\$523.59	1062	Printed	Expense			
18659	10/31/2018	LINCOLN COUNTY SCHOOL DISTRICT	\$5,218.24	1062	Printed	Expense			
18660	10/31/2018	NORTHWEST TEXTBOOKS DEPOSITORY	\$466.13	1062	Printed	Expense			
18661	10/31/2018	OREGON CAREER INFORMATION SYSTEM	\$507.00	1062	Printed	Expense			
18662	10/31/2018	OREGON DEPARTMENT OF EDUCATION	\$59.00	1062	Printed	Expense			
18663	10/31/2018	RAU PLUMBING, INC	\$100.00	1062	Printed	Expense			
18664	10/31/2018	ROGGENSTEIN, DONNA MARIE	\$148.31	1062	Printed	Expense			
Printed: 11/07/2018	2:24:37 PM	Report: rptCSACheckListing		2018	8.3.12	Page:	2		

Reprint Check		Fiscal Year: 2018-2019									
Criteria: Bank Account: Bank of the West 121100782 From Check: To Check: From Voucher: To Voucher:						From Date: 10/01/2018 To Date: From Clear Date: To Clear D			10/31/2018		
Types: 🖉 Expense 🖉 Manual 🖉 Payroll 🖉 Payroll Deductions 🗌 Other Disbursements											
* Indicates gap in	check seque	ence									
Check Number	Date	Payee	Amount	Voucher	Status	Туре	Cleared?	Clear Date	Void Date		
18665	10/31/2018	STAPLES ADVANTAGE	\$271.09	1062	Printed	Expense					
18666	10/31/2018	THOMPSON, FELICIA M	\$40.45	1062	Printed	Expense					
		Total Amount:	\$58,253.39	-							
		Report Total Amount:	Amount	t							
			End of Rep	port							

Student Activitie	es Summary Report					Fiscal	Year: 2018-2019	
From: 7/1/2018	To: 6/30/2019	🗌 Pr	int Detail			Page Bre	ak by Activity	
				Exclude End	cumbrances	Reverse Signs Subtotal By Journa		
000 Undesignated		Range Beg. Balance .00	Range Revenue .00	Range Expenditures (175.00)	Balance (175.00)	Encumbrances .00	Available Balance (175.00)	
000 Undesignated		.00	.00	(175.00)	(175.00)	.00	(175.00)	
701 Elementary Fundrai	iser	105.00	.00	.00	105.00	.00	105.00	
703 Classroom Supplies	S	.00	2,070.00	.00	2,070.00	.00	2,070.00	
704 Locker Fee		390.00	375.00	.00	765.00	.00	765.00	
716 MS/HS Field Trip (6	S-12)	911.35	.00	.00	911.35	.00	911.35	
717 MS Field Trip		.00	.00	.00	.00	.00	.00	
718 HS Field Trip		.00	.00	.00	.00	.00	.00	
719 Activities Bus		1,077.26	140.00	.00	1,217.26	.00	1,217.26	
720 Elem/MS Athletics		1,773.70	625.00	(120.76)	2,277.94	.00	2,277.94	
721 Boys BB		2,508.84	1,428.01	.00	3,936.85	(3,673.50)	263.35	
722 Girls BB		(2,096.04)	.00	.00	(2,096.04)	.00	(2,096.04)	
723 CX		.00	.00	.00	.00	.00	.00	
724 VB		359.53	1,036.00	(738.50)	657.03	.00	657.03	
725 Track		243.30	.00	.00	243.30	.00	243.30	
726 Marksmanship		72.67	.00	(72.67)	.00	.00	.00	
727 Cheer		997.15	1,825.00	(1,248.79)	1,573.36	(213.00)	1,360.36	
728 Gate Receipts		1,894.05	921.00	.00	2,815.05	.00	2,815.05	
729 Pay to Play		.00	1,880.00	.00	1,880.00	.00	1,880.00	
750 Art		16.05	.00	.00	16.05	.00	16.05	
751 Drumming		129.03	.00	.00	129.03	.00	129.03	
752 Hobby Hour		112.24	.00	.00	112.24	.00	112.24	
753 Career Technical E	d	371.25	.00	.00	371.25	.00	371.25	

Student Activiti	es Summary Report					Fiscal	Year: 2018-2019
From: 7/1/2018	To: 6/30/2019	🗌 Pr	int Detail			Page Bre	ak by Activity
				Exclude End	cumbrances	Reverse Signs	Subtotal By Journal
754 Yearbook/Annual		Range Beg. Balance 336.12	Range Revenue 180.00	Range Expenditures .00	Balance 516.12	Encumbrances .00	Available Balanco 516.12
		573.26	.00	.00		.00	573.26
755 Concessions					573.26		
756 Foods		468.96	.00	.00	468.96	.00	468.96
757 Horticulture		2,292.47	.00	(171.23)	2,121.24	(67.51)	2,053.73
759 HS Student Counc	sil	.00	.00	.00	.00	.00	.00
760 PAADA/OHANA		7,180.10	.00	(1,758.31)	5,421.79	.00	5,421.79
761 Student Incentives	3	661.23	401.06	(347.00)	715.29	(206.94)	508.35
763 BLM		3,552.00	.00	.00	3,552.00	.00	3,552.00
764 Drama		91.00	240.00	.00	331.00	.00	331.00
765 Leadership		677.72	750.00	(100.04)	1,327.68	(50.00)	1,277.68
766 EMR		70.00	.00	.00	70.00	.00	70.00
778 Sixth/Seventh/Eigl	nth Grade	309.99	.00	.00	309.99	.00	309.99
779 Elementary Gener	al	3,055.85	.00	.00	3,055.85	(708.00)	2,347.85
780 Kindergarten		1,439.94	.00	(362.77)	1,077.17	.00	1,077.17
781 First Grade		1,953.50	.00	(107.53)	1,845.97	.00	1,845.97
782 Second Grade		1,385.85	.00	(170.06)	1,215.79	(53.36)	1,162.43
783 Third Grade		656.04	.00	(210.05)	445.99	(40.40)	405.59
784 Fourth Grade		1,052.52	.00	(16.74)	1,035.78	(23.00)	1,012.78
785 Fifth Grade		353.19	.00	.00	353.19	.00	353.19
786 Sixth Grade		.00	.00	.00	.00	.00	.00
787 Class of 2022		3,359.79	.00	.00	3,359.79	.00	3,359.79
788 Class of 2021		135.60	320.00	.00	455.60	(78.00)	377.60
789 Class of 2020		387.23	1,779.00	(825.00)	1,341.23	.00	1,341.23

	Eddyville Charter School, Inc.											
Student Activiti	es Summary Report					Fiscal	Year: 2018-2019					
From: 7/1/2018 To: 6/30/2019		🗌 Pri	int Detail	Exclude Enc	umbrances	<ul><li>Page Break by Activity</li><li>Reverse Signs</li><li>Subtotal By Journal</li></ul>						
		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances						
790 Class of 2019		837.95	.00	.00	837.95		837.95					
791 Calss of 2018		1,282.28	.00	.00	1,282.28		1,282.28					
792 Class of 2017		35.00	.00	.00	35.00	.00	35.00					
796 Heifer Internationa	al	.00	.00	.00	.00	.00	.00					
GRAND TOTALS		41,012.97	13,970.07	(6,599.45)	48,383.59	(5,113.71)	43,269.88					

End of Report

## **Reprint Check Listing**

Fiscal Year: 2018-2019

Criteria:					
Bank Account: SB Bank Account 1950008	356	From Date:	10/01/2018	To Date:	10/31/2018
From Check:	To Check:	From Clear Date:		To Clear Date:	
From Voucher:	To Voucher:				

Types: Z Expense Z Manual Payroll Payroll Deductions Other Disbursements

\* Indicates gap in check sequence

	Check Number	Date	Payee	Amount	Voucher	Status	Туре	Cleared?	Clear Date	Void Date
	2706	10/15/2018	AMAZON.COM	\$164.90	1049	Printed	Expense		10/31/2018	
	2707	10/15/2018	KRISPY KREME	\$825.00	1049	Printed	Expense		10/31/2018	
	2708	10/15/2018	LES AND BOB'S	\$112.00	1049	Printed	Expense		10/31/2018	
	2709	10/15/2018	MARY'S PEAK TRUE VALUE	\$171.23	1049	Printed	Expense		10/31/2018	
	2710	10/15/2018	PDX Mobile Music	\$325.00	1049	Printed	Expense		10/31/2018	
	2711	10/15/2018	VARSITY SPIRIT	\$90.01	1049	Printed	Expense		10/31/2018	
*	2713	10/31/2018	AMAZON.COM	\$16.74	1063	Printed	Expense			
	2714	10/31/2018	Austin, Stephanie	\$55.90	1063	Printed	Expense			
	2715	10/31/2018	Cheerzone	\$639.94	1063	Printed	Expense			
	2716	10/31/2018	EPS/SCHOOL SPECIALTY	\$136.84	1063	Printed	Expense			
			Total Amount:	\$2,537.56						

Report Total Amount:

Amount

End of Report

## Administrative Report November 2018

#### Academic:

- ✓ I-ready and Ready Math curriculum (grades K-5) professional development conducted and implemented this month. The first round of diagnostics will occur during the Nov. 13-Nov. 27 window. The diagnostic is scheduled for March 2019, but staff are continuing to develop and implement as we enter our 2<sup>nd</sup> quarter.
- ✓ Fall conferences were well attended and feedback was positive, overall. We have set up a subscribe button on our website to increase communication channels beyond the daily, weekly, website, and social media posts.
- Secondary PD was conducted around behaviors and discipline plans as well as initial planning for a consistent finals schedule, finals weight, and design.
- ✓ Upcoming events...

Nov. 14: Grades 3-12 OSU Basketball Trip 'Beyond the Classroom' Nov. 15: PAADA Leadership Field Trip Nov. 20: Advisory Reward Trip Nov. 27: OHSU Primate Lab Field Trip (Anatomy Course) Dec. 04: Newport Hospital Tour (Anatomy Course) Dec. 23: MODA HS Boys' Basketball Showcase Game

### Water:

- ✓ School was canceled due to a separated fitting in the pump house which had drained our water stores over the weekend. Our new facilities manager and custodian worked hard to get the tools/parts to repair it and facilitated a water delivery so our school would be up and running the following day. As a precaution, all water fountains were marked out of order and we brought in bottled water and additional 5gallon containers for our water coolers.
  - A water test was delivered to Eugene and those results came back in perfect condition, and reports were dispersed to all necessary agencies. The Boil Water notice we posted was then removed per recommendation.
- ✓ Water heater (elementary and staff room) has broken and FM is in the process of acquiring a new one with energy efficiency rebates.

### Administrative:

- ✓ I have been in contact with ZCS regarding our gym repair status. Our facilities manager will take the lead in working with these engineers and the bid process for the RFP. There is a phone conference set for 11/13 with all parties.
- $\checkmark$  The gym floor is scheduled to be treated on Dec 21<sup>st</sup>.
- ✓ Secondary student body and staff met to discuss new guidelines for student and school safety. We had an assembly discussing what it means to be an EAGLE...what it means to SOAR, and how we will not tolerate unhealthy or unsafe
  - No hoods while on campus
  - Backpacks and duffle bags will no longer travel from room to room. Students will use their lockers to store belongings.
  - o Cell phones are not to be out in class
- ✓ ODE's Charter School report was updated and submitted.
- ✓ State report card has been published and available through a link on our website.

### ✓ Enrollment totals:

• Elementary 90 Secondary 110

		th	
К	14	6 <sup>th</sup>	20
1 <sup>st</sup>	17	7 <sup>th</sup>	19
2 <sup>nd</sup>	16	8 <sup>th</sup>	22
3 <sup>rd</sup>	19	9 <sup>th</sup>	19
4 <sup>th</sup>	8	10 <sup>th</sup>	12
5 <sup>th</sup>	16	11 <sup>th</sup>	12
Total: 200 student	ts	12 <sup>th</sup>	6

### November A.D. Report

November 8, 2018

Hi All,

This is the last week of elementary volleyball and then fall sport will be complete. HS football went out Madras for the Crossover Tournament. We lost, but played hard. Overall, the tournament and weekend went well and I know the other schools' seniors appreciated being able to play in some kind of playoff game as did our solo senior. MS volleyball finished in 2<sup>st</sup> at their end of the season tournament, losing to Lowell who is the only team they lost to all season.

MS Girls Basketball will have their first game on Wednesday the 15<sup>a</sup>. High School basketball practices begin November 13<sup>a</sup>. We have a HS Girls coach in Joshua Russell. I am excited to be working with him, as the girls and boys teams have identical schedules minus the game at the Moda Center. For the girls, it looks like we will have at least 9 playing this season. On the boys' side, we will be playing full JV games this year, which is a great little milestone to have that many kids coming out.

HS basketball will have two tournaments where the coaches and players will be staying the night. Our first tournament is at Gilchrist; they will provide us with two classrooms to sleep in at their school. The tournament runs November 30<sup>th</sup> to December 1<sup>th</sup>. Our third tournament is at Umpqua Valley in Roseburg. We are still working on a place to stay for one of the teams, but should have that figured out soon. That tournament is December 21<sup>th</sup> and 22<sup>th</sup>. If anyone has family with a big house down there, feel free to let me know if they would be interested in hosting a team.

Basketball for MS Boys and all elementary teams will not begin games until January in case any of you were wondering.

Thanks!