

## **Eddyville Charter School**

### **Board of Directors Minutes of Meeting June 20, 2013**

**Board Members in Attendance: Larry Cook, Spring Howard, Patty Kinion, Paul Schneidecker, Jenny Demaris, Dana Scarborough, Christy Turner, Kevin McBride**

**Absent Board Members:**

**Administration Present: Dennis Schultz, Ann Cook, Lisa Renfrow**

**Meeting called to order:**

**The meeting was called to order by Kevin McBride at 6:30 p.m.**

#### **Interested Parties:**

Shelley Moore presented the Board with an updated athletic report. Currently ECS is looking for a high school volleyball coach to fill the vacancy. A plan is in place to have a Fall Cross Country team with elementary teacher, Michael Ulstad possibly coaching. Current projects include inventorying and organizing sports equipment, looking at Rank One Sports as a support system offering a variety of services to enhance communication, as well as a system to funnel all athletic information into one place, starting a Track Improvement fund with the help of Dick Faxon, look at other fund raiser opportunities, creating accounts for each coach allowing them to be better informed of budgets.

Bill Henderson, volunteer mentor/coordinator to the ECS Marksmanship club, spoke on behalf of a representative group of volunteers present, thanking ECS for the opportunity to participate with this activity and Dennis Schultz for his involvement and help. He also praised ECS students for their positive behavior and commitment. Mr. Henderson shared they are ready for next year and feel that funds to support the program should not be an issue. About fifteen volunteers have been actively involved allowing each student to pair with a mentor. Next year the hope is to have Mike Kerry, certified NRA instructor, available to offer safety instruction to students during the school day; allowing more time to be spent on site. The group would like to see the program offer an opportunity for participants to earn badges, certificates, and awards for reaching goals and performance improvement.

Kevin McBride inquired about rifles for the program. Bill Henderson said there were currently 11 Savage rifles. Patty Kinion wanted to know if there would be an opportunity for students to take Hunter Safety Classes for class credit and also fulfill Hunter Safety requirements for ODFW.

Sean Bedell, sixth grade teacher and SEAL project participant, shared with the Board that he was one of two teachers selected from Lincoln County School District to attend a week long workshop in Washington D.C. Look for more information in the News Times

along with a follow up report at a future Board meeting By Sean Bedell. Board Members congratulated Mr. Bedell on his being selected.

**Written Communication and Acknowledgement:**

A Building Use application was presented for approval to hold the annual ECS Alumni Reunion in July. Patty Kinion made a motion to approve the request and Spring Howard seconded the motion. All members voted in agreement.

**Reading of Minutes:**

A motion was made by Larry Cook to approve the May Board minutes as submitted. Dana Scarborough seconded the motion and all members voted to approve.

**Financial Report:**

Larry Cook made a motion to approve the financial report (Check's 15704-15756 for a total of \$29,226.96) as submitted. Dana Scarborough seconded the motion and all members voted to approve.

**Business Office Report:**

Ann Cook presented information from the board packet on page 13 requesting permission to increase, in the amount of **\$64,880.00**, the total FY 2013 budget from \$1,793,022 to \$1,857,902.

**\$50,000.00 -from LCSD-Building Bond Allocation 2102-13,**  
**\$14,000.00 -State School Funding 2011-12 payment**  
    **\$880.00** -additional funding from BLM  
**\$64,880.00 Total**

Larry Cook made a motion to approve the supplemental budget request. Patty Kinion seconded the motion all members voted to approve.

A request to approve the Eddyville Charter School 2013-14 Budget, Board Resolution 2013-14-001, was presented for review. The budget is created based on 200 students ADMw at \$6500.00/student less 25% administrative costs paid to Lincoln County School District of a total budget of \$1,854,173.00. Jenny Demaris made a motion to approve the 2013-14 budget as presented and Larry Cook seconded the motion. All members voted in agreement.

The 2013-14 Eddyville Charter School proposed budget-spending plan was presented for approval by the Board. This budget is based on a 190 day school year and a ADMw of \$6500. Ann Cook noted that LCSD has set the projection for charter schools at \$6730. However, ECS is mindful of how quickly reductions can occur and chooses at this time to use the lesser amount of projected ADMw. If SSF projection increases or decreases during the school year adjustments will be made at that time. Patty Kinion made a motion to approve the proposed budget spending plan as presented. Jenny Demaris seconded the motion and all members voted in agreement.

A request for approval was presented asking the Board to approve the Employee Insurance Cap for 2013-14, Board Resolution 13-14-002. Eddyville Charter School will impose a spending cap of \$1290.00 on employee insurance packages. This cap will begin at the start of the 2013-14 school year and remain in place until the Board of Directors increases or decreases the insurance cap. A committee made up of ECS staff reviewed the insurance plans and felt an insurance cap was the most equitable way to arrive and stay within the required budget where 80% is allocated for staff. This cap of \$1290 aligns with the cap Lincoln County uses for its employees. Jenny Demaris made a motion to approve the ECS Employee Insurance Cap as presented. Spring Howard seconded the motion and all members voted in agreement.

An 190 day Eddyville Charter School Calendar for 2013-14 days was submitted for Board approval. Jenny Demaris made a motion to adopt the calendar as presented. Spring Howard seconded the motion and all members voted in agreement.

The Board of Director's Calendar for 2013-14 was presented for Board approval. Dana Scarborough made a motion to adopt the calendar and Larry Cook seconded the motion. All members voted in agreement.

A letter of resignation from Adam Kriz was presented for acceptance. Dana Scarborough made a motion to approve and Jenny Demaris seconded the motion. All members voted in agreement.

#### **Student Enrollment Report:**

ECS ended the year with an enrollment of 214 students. We currently have a projected enrollment of 213 students. A discussion was held to brainstorm strategies to advertise open enrollment: radio and newspaper, banner, Toledo Summer Festival, Burnt Woods Stock, Facebook, mailing with report cards, posted flyers, etc.

#### **Administration Report:**

Mr. Schultz provided the Board with an overview of the Scholastic Clay Target Tournament held over Memorial Day weekend with Dave Boyce as Coach and explained how funds are allocated for the marksmanship and the Clay Target program. He is currently following up on a NRA grant that requires the submission of a 209-10 report to be completed in order to access the awarded grant funds.

- Dave Boyce, coach for the Scholastic Clay Target Program's Memorial Day tournament, submitted a summary letter with highlights from the event.
- A recap of the endowment funding from ECS participation in the State Shoot is presented below. This is an endowment fund that is available to us when we send a team to the SCTP event. We are able to request 5% from this fund yearly. See <http://www.scholasticshootingtrust.org/pages/profile-display-donor-list?reid=wJXqEGtaI9I=&bbsys=0&bbrt=0> for more information.

▪ Deshoots Youth Sports	\$15,560.00
▪ Emerald Empire Eagles	\$13,548.00
▪ Cottage Grove HS (Grover's Gunners)	\$16,824.00
▪ Marist High School	\$18,568.00
▪ Eddyville Charter School	\$12,792.00
▪ North Valley High School	\$10,756.00
▪ Snake River 3C Busters	\$7,520.00
	-----
	\$95,568.00

The Marksmanship and Clay Target clubs are available for students in grades 6-12 with a limit of 15 students per group due to the shooting rotations, time and safety. Spring Howard asked if grades and behavior are considered for student eligibility. Mr. Schultz explained that eligibility requirements are consistent with other athletics or extra curricular activities. This is a unique program and needs to be maintained.

Mr. Schulz updated the Board on staff changes that will need to be addressed. In addition to a part time High School teacher retiring and a fulltime teaching assistant resigning to return to school, ECS lost a full time middle school teacher who is relocating for personal/family reasons. Mr. Schultz explained that he is looking closely at enrollment and then will meet with Ann Cook to discuss financial details. Once the need is determined positions will be posted.

Mr. Schultz recognized Sean Bedell for his participation in the SEAL “Students Engaged in Authentic Literacy” grant. Sean has been selected as 1 of 2 (out of 60 LCSD participants) invited by the Pearson trainers to be a mentor next year for the MS/HS teachers signing up. Sean will spend a week in July in Washington D.C. at Pearson headquarters to participate in their teacher training.

Mr. Schultz shared with the Board the following data from Sandi LaRoche for students taking Insight of Oregon online classes during the 2012-13 school year at ECS.

During the First Semester 15 students took and passed elective classes. The average G.P.A. was 2.9 i.e. C+. Twenty-six credit recovery classes were attempted with 15 (58%) credits earned. The Second Semester showed better results. Next year Credit Recovery classes will only be offered during summer school. ECS will cover tuition providing the student passes with a 'C' or better. This Summer we have 5 students enrolled to take credit recovery classes. Students will have an opportunity to meet in Toledo or Newport and work with an Insight of Oregon employee.

Mr. Schultz explained to the Board that ECS will renew the contract with Insight of Oregon for the 2013-14 school year. Online courses will be available to students needing an elective credit or to students who may have a scheduling conflict and need the class to stay on track for graduation. There will be a maximum of 20 students taking classes per semester.

Eddyville Charter will also renew our Web Hosting and Maintenance agreement with LBLED. We will also renew our Business Information Systems (BIS) agreement with LBLED.

Mr. Schultz offered the Board the following overview of the Title I-A funds that he researched with the help of Libba Sager who will be the Title Coordinator for the District for the 2013-14 school year.

- Title I-A, information only:
  - A federal program that provides supplementary academic services to those students who have the greatest need. The majority of Title I-A funds are passed on to the Title I-A schools to support the hiring of paraprofessionals, and the purchase of materials and supplies.
  - The first year, if approved by the state, is for targeted assist. A Targeted Assistance program is one in which individual students are targeted to receive Title I services. Students are identified based on multiple, objective, educationally related criteria. Services may be delivered in a number of ways: in-class instruction; pull-out instruction; and/or extended day, week, or year instruction. Homeless, migrant, neglected and delinquent students are automatically eligible and should be included in targeting criteria;
  - Targeted assist programs are used as a one year planning opportunity for schools, who if approved in year two, can then move into a school wide program. A school wide program serves all children in a school. All staff, resources, and classes are part of the overall School wide program. The purpose is to generate high levels of academic achievement in core subject areas for all students, especially those students most in need;
  - The Federal government sets the qualifying free and reduced percentages, but the school district is allowed to choose their own cut off: For LCSD it is set at 50% for K-8 and 75% for HS;
  - Siletz Charter School is able to qualify because of two separate charter contracts, one for k-8 and the other for HS;
  - As a k-12 school ECS would have to qualify at 75%, the higher of the two. Our current numbers are in the mid 50s;

Mr. Schultz recognized Lisa Otis for coordinating the middle school AIR, (Artist in Residence) program this year. Every four weeks a variety of classes were offered for students in grades 6-8. Classes included K-9 Obedience, Recycled Art, Archery, Marine Science, Geo Caching, Art, Digital Photography, Horticulture, First Aid, Computers, Outdoor Experience, Engineering, Exercise, Fly Tying/Fishing, etc. Without Lisa Otis' leadership and coordinating effort the program would not have been possible.

Two years of attendance data was presented to the Board. See board packet for more information.

**Facilities Update:**

Landon Lightle is currently working with contractors to create a plan to resolve the water issues with updated plumbing. The reason the state has become involved is because the County did not have the resources to deal with the lead issues. The next testing phase will test 18 areas. Landon Lightle is confident that the water problem will be resolved this summer. Mr. Schultz commended Landon for all the effort he has put forth to deal with the concerns.

Jenny Demaris inquired about the staffing outlook and what the plan was for hiring new staff and asked about blended classes in the elementary or if we would be hiring a fulltime teacher as discussed earlier? Dennis Schultz felt we would probably have to have a blend in the elementary. Jenny Demaris asked, "When will the staff know what they will be teaching?" Mr. Schultz responded saying, "Currently staff know what they will be teaching. The question is where new hires are needed." Mr. Schultz explained we are looking for a new hire who can teach both middle and high school social science. Jenny Demaris asked how and when will we know of the changes so we can best market the school and inform parents and students.

Mr. Schultz said the high school will continue to have a block schedule and due to the loss of Mr. Kriz would need to find a part time teacher for math, PE and health and said that it may be a hard licensing endorsement combination to find.

Jenny Demaris inquired if we know we are going to do blended classes then we need to treat it as true blended classes with methodology with two tracks and meeting the students' needs academically and felt it is important for students and parents to know what the elementary program looks like with blended classes, curriculum, activities, etc.

**Committee Reports:**

Kevin McBride reported that there would be a report from the Evaluation committee which would be discussed in Executive Session.

Ann Cook requested that another person from the Board of Directors be added to the audit committee. She volunteered to offer training to the new appointee. Dana Scarborough and Spring Howard volunteered. Both Dana Scarborough and Spring Howard were appointed by board chair Kevin McBride to be trained by Ann Cook and serve on the audit committee.

**Old Business:**

None

**New Business:**

Christy Turner was disappointed that there was no toilet paper in the women's restroom during graduation and that there was a box of tissue on the floor. She also noted there was no soap in the elementary bathroom tonight. Mr. Schultz answered that he and Landon Lightle had a meeting scheduled with Service Master to discuss services for the coming school year.

**The next ECS Board of Directors meeting will be held on July 25 at 6:30 in the Media Center.**

**Meeting Adjourned:**

Jenny Demaris made a motion to adjourn from regular session and move to Executive Session. Patty Kinion seconded the motion and all members voted in agreement. Regular Session adjourned at 8:01 P.M.

**Regular Board Meeting Session was reconvened a 9:55 P.M.** with Kevin McBride calling the meeting to order. All members were present. Jenny Demaris made a motion to offer Dennis Schultz a one year contract with a 6 month evaluation to be completed no later than January 15<sup>th</sup>. Paul Schneidecker seconded the motion and all members voted in agreement.

Kevin McBride asked how the Board wanted to inform the public of the decision. It was decided that the ECS staff would be sent information both by e-mail and a through a mailed letter. Information would be posted on the school website and an ISIS alert call would be made to parents to check the website for an important announcement.

Jenny Demaris wanted the Board to meet in July and have a strategic goal setting meeting. Ann Cook volunteered to look into workshops offered by OSBA.

Larry Cook made a motion to adjourn the meeting at 10:02 Spring Howard seconded the motion and all members voted in agreement.