

**Eddyville Charter School  
Board of Directors  
Minutes of Meeting  
May 28, 2015**

**Board Members in Attendance:** *Larry Cook, Jenny Demaris, Patty Kinion, Donald Wagner, Pete Tuana, and Dana Scarborough*

**Absent Board Members:** *Melanie Lee*

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

**Meeting called to order:**

*The meeting was called to order by Pete Tuana at 6:37 p.m.*

**Interested Parties:**

Brenda Walters presented a Playground update with handouts for the Board to review. Northwest Playground a company in Washington is the consulting company. The Wilderness Adventure play structure was the chosen structure the Booster group would like to see on site; feeling it would meet our students and compliment our building grounds. The cost is \$30,646 plus \$3200 for shipping. This does not include installation costs. Installation costs from Northwest Playground is \$9800, Another option hiring a supervisor from Pacific Northwest to oversee construction at a cost of \$950.00/day and recruiting volunteers for labor. A suggestion was made to contact LCSD Facility and Maintenance for possible help with construction. Mrs. Walters said that the warranty is recognized if the company's instructions are followed for construction of the play structure.

Patty Kinion inquired about this play structure meeting all codes, and if our insurance company had been contacted. Ann Cook explained that PACE recognizes Northwest Playground and added that this is the same company Lincoln County School District used for their latest playground structures.

Pete Tuana encouraged the Boosters to continue to work with Mrs. Cook and Ms. Schultz to seek approval when applying for grants to avoid conflicts with other ECS staff grants.

**Written Communication and Acknowledgement:**

Pete Tuana shared that he met with the reporter from the NewsTimes regarding an article that was published without proper research or correct information relating to the schools drinking water quality. The reporter visited ECS and printed another article after meeting with Faculties Manager, Landon Lightle, and Dennis Schultz. The article gave our water a clean bill of health. Pete Tuana felt that the reporter did a good job and was sincere.

Sean Bedell submitted a letter of resignation. The Board complimented Sean on his service to ECS and commitment to ECS, recognizing him as a terrific teacher and an asset to education. Sean Bedell shared with the Board his appreciation to practice and experiment to become the teacher he is today.

Letters of Interest for Eddyville Charter School Board of Director membership were presented from Sean Bedell, Patty Kinion (to serve another term), Kevin Bales, and Maygen Blessman.

**Reading of Minutes:**

*Jenny Demaris made a motion to approve the April minutes as presented. Patty Kinion seconded the motion and all members voted in agreement.*

**Attendance Report:**

Eddyville Charter currently has 208 students enrolled. For the 2015-16 school year there are twelve (12) kindergarten students and another eleven (11) for grades first through twelve on the wait list. Lisa Renfrow informed the Board that informal chats with students and feedback from staff indicates fewer students will be leaving at the end of the year to attend other schools than in the past. However it is very difficult to project at this time of the year.

**Board Member Attendance:**

A history of Board Member attendance was included in the Board packet for review.

**Financial Report:**

*Larry Cook made a motion to approve the April Financial Report (check #'s 16863-16916 for a total of \$34,694.51) as presented. Patty Kinion seconded the motion and all members voted in agreement to approve.*

**Business Office Report:**

Ann Cook directed attention to page 19 in the packet outlining the financial statement for May 2015 showing a balance of \$33,684.31. She also shared an addition of ~ \$37,000 for the 2013/14 school year and \$26,000 for the 2014/15 school from LCSD resulting in a total of ~ \$62,000 coming to ECS.

Ann Cook presented the recent changes in State School Fund Grant projections for Charter Schools:

- ✓ February 2015 \$7,176
- ✓ March 2015 \$6,857
- ✓ April 2015 \$6,823

Attention was directed to page 23 in the packet describing the Eddyville Charter School 2015/2016 Budget and Spending Plan for approval.

A budget funded at a State School Fund Projection of \$6823 for a total of:	\$1,829,372.52
The ECS spending plan is set at \$6700 for a total of:	<u>\$1,796,393.00</u>
with the remainder to go into a contingency fund	\$ 32,979.52

Jenny Demaris asked for clarification about the proposed budget and what it included. Mrs. Cook explained it included current staff positions, replacement of 6<sup>th</sup> grade teacher and adding a full time elementary teacher and with a 190 Day Calendar.

*Patty Kinion moved for approval of the 2015/2016 budget as presented. Larry Cook seconded the motion.*

**Discussion:**

Jenny Demaris inquired about eliminating the blended classes and if elementary staff were sure that this is truly what they wanted when the first grade could have as few as eleven students.

Sean Bedell added that the small class size could add flexibility explaining that 1<sup>st</sup> grade teacher, Dani Ulstad, was currently finishing her reading endorsement and could possibly offer additional reading support. Jenny Demaris wanted to make sure the teachers wanted the added FTE. She asked "If the budget changes how we would adapt to shortfalls? "

Sean Bedell felt that eliminating blends was what was best for students at the elementary level.

*A vote was called and all members voted in agreement to approve the budget as presented.*

**Administration Report:**

**Athletic Report:** *presented by Athletic Director Mark Ekins*

**Track:**

The High School Track season is just wrapping up with Neil Faxon placing 4<sup>th</sup> at State in the 1500 and 2<sup>nd</sup> in the 3000 meter. The team made a great show at Districts with three athletes coming very close to qualifying. He celebrated a productive track season in regards to program development. He also recognized Coach Casey Johnson for his dedication to students, program development and growth as a coach, spending several hours of his personal time tending to the facilities and equipment. Mr. Ekins pointed out the need for additional new jerseys for next season.

**Upcoming Events:**

- The High School Academic/Sports Awards to be held on June 3<sup>rd</sup> at 7:00 in the ECS MP room.
- A Youth basketball camp will be held from June 16<sup>th</sup> -18<sup>th</sup> at ECS.
- A "Hoop Shoot" fundraiser is set in order to raise money for the high school basketball team to attend a 2-day camp at OSU at the end of the school year.

High School Boys Basketball Coach, Michael Ulstad, explained that last year the "Hoop Shoot" fundraiser made about \$600.00. Participants will ask sponsors to pledge an amount for each free throw made (100 shots) or a flat fee to be donated.

The High School Volleyball coaching position will be posted for the 2015-16 season. Mark Ekins believes that football is at least year out due to the high cost of the program.

**Current Goals:**

- Explore options for a new track storage shed.

**Middle School Sports:**

- Mr. Ekins and Jackie Quetschke are going to meet to discuss programs and work towards merging out MS sports into the HS Mountain West League.

**Curriculum Report:** *presented by Curriculum Coordinator Sean Bedell*

- Continuing to work with teachers to finalize the list of needs for next year.
- The Science Fair held during Spring Fling was a success and Mr. Bedell hopes it carries on next year.
- Work is being done to complete the final grant reporting for the Siletz grant and the Physical Education Expansion K-8 (PEEK-8) grant.
- Portfolios are being updated by the end of the year.
- Jerry Conrady and Sarah Croy are working together to map the Language Arts curriculum. Ms. Croy said she is willing to work with the new 6th grade teacher for alignment to 7/8 grade.
- Casey Johnson is in conversations with his OSU contacts to explore the possibility of getting an FFA program up and running at ECS.

- We have a Master Schedule completed for next year thanks to input from representative teachers and the work of Sandi LaRoche who put it together.
- The school day will be extended by ten minutes next year with dismissal at 2:55 as opposed to 2:40 this year.

**Discussion:**

Patty Kinion asked if we would continue to use a Block schedule and if the 6<sup>th</sup> grade was self contained. The concern being MS and HS schedules aligning for upper level math classes. Mr. Schultz explained that we would have a block schedule and we would find a way to accommodate students who needed upper level math classes. The 6<sup>th</sup> grade class will be self contained.

Pete Tuana explained that during a meeting with LCSD Superintendent, Steve Boynton shared ECS staff were able to attend all staff development opportunities offered by the District. Pete explained that the college program for students is being abandoned by LCSD, but they are looking at another partnership. More information will be shared as it is made available. Our students would also be eligible to participate in the college transition opportunities.

**Facilities Update:** *prepared by Landon Lightle, Facilities Manager & presented by Dennis Schultz*

**Water:** *Some highlights*

- New treatment system installed. Preliminary tests indicate that it is doing what it should. There are still a few bug s to work out but nothing major. Running out of water set us back a few weeks for testing. If we tested now, we would be testing our water with Philomath city water (we had almost 11,000 gallons tanked in. The important specification to all: pH is 7.4 after treatment. I would also like to fix the underground leak in the south parking lot before I test again. I am working on that at the moment while keeping up on other things.
- Working on finding information on the well. It is possible that the well is not producing as it should be and I'm trying to determine the life left. Currently it produced less than 2 gallons a minute. It is not always pumping even when there is demand for it, but it is the "dry season. After listening to comments from other persons in the trade, it is possible that there are other things working to cause the low flow.

**Misc.**

- We are looking into buying a commercial mower for the school. The need to increase the amount of mowing that can be done in 45 minute blocks (currently only Mr. Pearson's horticulture class is mowing the grounds) or in between rain, is huge. This is a problem that extends into summer break as the summer crew spends most of its time catching up on the grounds instead of the necessary building maintenance.

Pete Tuana expressed his hope that in September we are ready with adequate water supply free of issues.

**Administrative Update** *presented by Dennis Schultz, Principal/Superintendent*

- Dennis Schultz said that Bob Pearson is currently writing a grant to separate the Horticulture water from the schools waters system to prevent a quick drain of our water supply, which has happened in the past.

- A mailing was sent out the second week of May to all student households including that included upcoming event/activity dates for all grades, open enrollment announcement /form for parents to indicate enrolment changes for next year, and notice of ECS Board of Directors elections and recruitment for seats to be filled.
- Staff received an overview of the ECS OHANA project (restorative justice) and will receive more training. (See handout)

**Calendar:**

Dennis Schultz presented a 190 day calendar that is similar to the one adopted by North Lincoln County. *Larry Cook made a motion to approve the calendar as presented. Dana Scarborough seconded the motion. All members voted in agreement to approve.*

**Committee Reports:**

None

**Old Business:**

Donald Wagner inquired if Mark Ekins had completed the coach evaluations for the 2014-15 school year. Mr. Elkins explained that they have not been completed yet, but would be done before the end of the school year.

**New Business:**

Dennis Schultz supplied requested information about different scenarios for 2015-16 school -year relating to facilities/custodian services and costs for the Board to review, discuss, and revisit.

2015-16 school year		
0.5 facilities/custodian	\$36,652.32	260 days
1.0 custodian	\$60,079.22	260 days
Sea Breeze-Special Cleaning	\$10,250.00	3X cleaning Winter, Spring, Summer
Total Cost:	\$106,981.54	
Landon Lightle	\$73,829.19	260 days
Sea Breeze	\$50,040.00	12 months (\$4,170/monthly)
Total Cost:	\$123,869.19	

*A few observations/questions:*

- There is an overall cost savings between the two scenarios, but in my opinion, it could be a challenge to cover the school day and accomplish cleaning of the building with 12 instead of 16 hours of staff time. During the regular school day Landon is called on multiple times in a day to drop what he is doing and respond to a request from Lisa or other staff. Real cleaning of the building often can't take place until after school is out and it's best after 4:30 when most activities end for the day.
- With 12 hours of time how would the hours be structured, e.g., (0.5 position 7-11AM) and a full time position (8 hours from ??? PM), the site would be without support to respond to requests. Who would then be responsible? I know that a contract was approved in the June meeting of 2012 to hire a cleaning vendor to save costs, but I don't know how it worked prior to that with a custodian on staff.

- Is the thought behind a 0.5 position that it would be a combination of facilities and custodial as it currently is or would it be mostly custodial with facilities-related work hired out?
- Landon said the Culligan vendor who installed the water equipment recommended a routine service scheduled every 16 weeks. The cost would range from \$160-\$250 inclusive of parts and labor. They would sample water to determine if the system is working, but state-required sampling would still be the responsibility of ECS.

**Discussion:**

Pete Tuana inquired how often Sea Breeze would perform special cleaning services? Ann Cook explained that the Special Cleaning would take place three times during the year during winter, spring, and summer break. Mr. Tuana added that a part-time custodian could be scheduled for less than 260 days. He also asked the staff in attendance if the building was cleaner with Sea Breeze? Answers from staff were in agreement that it was pretty much the same as before, mediocre, bathrooms need to be cleaner. *Carole Lewis shared that it was too much for one person to try to complete in the time they were allowed.* Kathleen Dougherty added that we need to all share in the responsibility of cleaning, and put in place policies of no food in the halls to help. Armadillos Technical Charter School in Ashland (grades 6-12 with approximately 80 students) use a model from Japan where students take care of the school. A rotation is set up so no group cleans the bathroom more than 3 times a year. Ann Cook said that in the beginning the Charter had one full time custodian and students helped with the cleaning giving them an opportunity to take more pride in their school. Pete Tuana felt it would be nice for staff to look at policies and make changes striving for better than mediocrity. Pete Tuana thanked everyone for the discussion.

Donald Wagner suggested having students use the 15 minutes added to the school day next year for cleaning. Pete Tuana said that this needed to be researched further, change policy where students eat, and look at other ways to encourage students to take more pride in their school.

**New Business:**

Patty Kinion would like to have Board Training for new members to review law. Patty also wanted to remind members that when two or more members gather it is a meeting and members can be held liable. Ann Cook will talk with Steve Lamb to provide training in August.

**Meeting Adjourned:**

Dana Scarborough made a motion to adjourn regular session. Donald Wagner seconded and all members voted in agreement. Regular session adjourned at 8:26 to Executive Session.

**Eddyville Charter School**

**Board of Directors**

**Executive Session**

**May 28, 2015**

**Board Members in Attendance: Larry Cook, Jenny Demaris, Patty Kinion, , Donald Wagner, Pete Tuana, and Dana Scarborough**

**Absent Board Members: Melanie Lee**

**Meeting called to order**