

**Eddyville Charter School  
Board of Directors  
Minutes of Meeting  
September 4, 2014**

**Board Members in Attendance:** *Larry Cook, Patty Kinion, Dana Scarborough, Donald Wagner, Melanie Lee, Pete Tuana*

**Absent Board Members:** *Jenny Demaris, Spring Howard*

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

**Meeting called to order:**

*The meeting was called to order by Pete Tuana at 6:35 p.m.*

**Interested Parties:**

Stephanie Mekemsen, Booster Vice President, shared what fundraisers the Booster club is working on this year and include Gymnasium signs and outdoor, poinsettia sales, ECS logo wear sales, Toledo Summer Festival parking, and various concession opportunities for events. The money supports a variety of projects including the elementary swimming program, athletic awards and refreshment, Literacy Night, Hobby Hour as well as specific classroom requests. This year the Booster club wants to commit to a larger project, i.e., upgrading the playground equipment. Casey Johnson along with support from Sean Bedell are working with 7/8 grades students to create a design and to work up a plan. Stephanie Mekemsen appreciates more staff involvement and improved communication.

When asked about the supporting athletes who have a need she explained that a form had been created to direct the process. The form would come from Jackie Quetschke, who works closely with these students and knows their needs. Dennis Schultz is going to talk to Mark Ekins, the new High School Athletic Director, about attending Booster meetings.

Eighth grade students, Devyn Wagner and Kaitlyn Haverland were present and said they would come back to the Board at a later date with more students to give a presentation of the designs created for the playground improvement plan.

**Written Communication and Acknowledgement:**

None

**Reading of Minutes:**

*Larry Cook made a motion was made by to approve the Board minutes as presented. Donald Wagner seconded the motion and all members voted to approve.*

**Attendance Report:**

Current enrollment as of October 2 is 208 students. We currently have one part time home school student (2 periods), one 8<sup>th</sup> grade student returning in a couple weeks from a medical leave, two 8<sup>th</sup> grade students on the wait list, and one 11<sup>th</sup> grade student planning to enroll next week.

**Financial Report:**

*Patty Kinion made a motion to approve the September Financial Report as submitted (check #'s 16476-16536 for a total of \$49,178.47) Larry Cook seconded the motion and all members voted to approve.*

**Business Office Report:**

\$6,757 State School Funding for September up from \$6,447.10 in July.

Ann Cook directed the Board to the article "Oregon schools catch a break in pension payments" that the amount currently contributed to PERS could be decreased by up to 25% in 2015.

A new ECS school calendar was presented showing the change with Intervention afternoon moved from Thursdays to Wednesdays. Last year we implemented an academic lunch program for students that were falling behind or needed additional time to complete assignments. The limited time for intervention during lunch was not long enough. *An Intervention afternoon is a model that the District is using.*

Ann Cook presented Resolution 14-15-001 Request to Increase Budget with a total increased amount of \$122,994.83, increasing the total FY 14-15 budget from \$1,861,373.75 to \$1,984,368.58 for the Board approval.

|                                    |                     |
|------------------------------------|---------------------|
| Additional Transportation Revenue- | \$34,601.65         |
| Peek-8 Grant                       | \$47,250.00         |
| LCSD CET Grant-                    | <u>\$41,143.18</u>  |
| Total of Increase                  | <u>\$122,994.83</u> |

*Patty Kinion made a motion to increase the 2014-15 Discretionary Budget as proposed, Larry Cook second the motion and all members voted in agreement.*

Board members were shown mock up Logo's to be used on diplomas, sports awards, and school thank you cards. The senior class has been working with the Minor's representative to create an image that is unique to Eddyville with our school tree, eagle mascot, and lettering. Patty Kinion would like to see the MS/HS students vote and then bring a recommendation the Board. Based on feedback from the board, Pete Tuana will send out a copy of the new mock ups to Board members for review.

**Administration Report:** *Athletic report from Shelley Moore presented by Dennis Schultz*  
*Cross Country:*

A first victory for the Boy's cross Country team came at the Toledo C met at Olalla Lake. Neil Faxon, Brian Davidson, and David Espinoza finished 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> respectively. The team will take on more 3A and 4A schools this weekend in Philomath.

### **Volleyball:**

ECS has a JV and Varsity team coached by Shyla Luckini. The team is very, young, aggressive, and having fun. Senior Night is October 9<sup>th</sup>, please come if you can.

### **General Athletics:**

The first grade check for athletes is Wednesday, Oct. 8<sup>th</sup>. The girl/boys basketball schedules are on the OSAA site and Rank One and accessible through the school web site.

Last Spring Justin Luckini offered to remodel the floor and roof of the track shed. Upon tearing the roof off, it was deemed unsafe and un-repairable. He has offered to tear it down and pay for the disposal. He has also offered to be a part of developing a plan for a new structure; he is suggesting metal. Items have been stored in the Community Center until further notice.

*Landon is following up with Mr. Luckini to find out what next steps would be.*

*ECS has a High school Girls Basketball Coaching position open.*

A meeting was held today for Boy's High School Basket ball, with 9 boys interested in playing.

A letter of departure was presented to the Board from Shelley Moore as she pursues a position with Lincoln County School District. At a later date a letter of resignation will be presented to the Board. Dennis Schultz anticipated the staff transition could happen as soon as next week; but most likely the following week.

### **Youth Sports Update**

- Jackie Quetschke reported 11 girls out for 3/4 grades volleyball. The team is coached by Jessie Coolbaugh. Their first game is Saturday.
- There are two teams for Middle school Volleyball coached by Kathleen Dougherty and Mark Ekins. The first game is at home on Monday at 6:00.
- A basketball information meeting will be scheduled for parents to attend to complete paperwork and recruit coaches. *Jackie is looking for a Middle School Girls coach.*

### **2015 East Coast Trip**

Dennis Schultz presented the Board with a quick overview of a 2015 East Coast Summer Trip which will be organized by Heather Johnson and Toledo Assistant Principal, Paul Tucker. The cost is \$2200 for students. Patty Kinion asked that the community be supportive and help with fundraisers. Board Chair, Pete Tuana reminded attendees that because students were traveling out of state it would *require* Board approval at least six months prior to the trip. He suggested an itinerary and detailed outline be submitted once plans have been set.

**Curriculum Report:** *Prepared by Sean Bedell, Presented by Dennis Schultz:*

- All elementary students have been assessed, identified and set up in reading groups. Elementary reading intervention is just starting, and letters are being sent out to parents this week. Elementary Staff will set up specific skills and instruction for Lisa Otis to implement.
- Several teachers have been receiving support on project based learning, coming up with projects connecting standards, and defining finished products.
- The Wednesday Intervention/Enrichment has been planned and will begin October 15<sup>th</sup>.
- We are continuing to work with the ESD to improve the report card system for Elem. A staff meeting is scheduled Monday, October 13<sup>th</sup> with a trainer from the ESD to review and learn how to use Pinnacle Gradebook. By second semester the Middle and High School levels hope to be using standard based grading for Language Arts and Math.

**Administrative Report : Presented by Dennis Schultz**

- ECS is following the District model moving towards proficiency grading; based on a rubric rather than a grade.
- The afterschool Homework Club will begin on October 6<sup>th</sup> and be offered to Middle and High School students on Tuesday and Wednesdays from 3:00 to 4:30. The *Intervention/Extension Activities* will start the following week and be held on Wednesday afternoons.
- He explained that he and Sandi LaRoche have discussed different ways to highlight or promote ECS as a school that can compete with the other schools in the District and offer programs our students need and desire while maintaining our own identity. Options talked about include advanced classes at the college, AP classes online, and the possibility of taking classes broadcast from the OCCC campus at a lower rate: District Superintendent, Steve Boynton and OCCC are working on the details for later in the year.
- We are looking at what we need to do to offer an Honors Diploma to students, foreign language courses, college classes, and other offerings of interest that make ECS unique. Patty Kinion did not realize that ECS did not offer an Honors Diploma. Dennis Schultz said that it was never something requested before. Patty Kinion thought that perhaps students could start their day at another school in the District that has courses needed to meet the requirements for an Honors Diploma and then finish the school day at ECS. Patty Kinion reinforced that promoting an Honors Diploma has to start in Middle School. Donald Wagner felt that our students need to understand the difference between the Honors and Standard diploma.
- Mr. Schultz complimented the new staff and pointed out that staff are working effectively together and communicating with one another, which carries over to the students and their success.

**Facilities Update:****Committee Reports:**

Dana Scarborough gave the Board a facilities committee report. At a scheduled meeting Dana met with Facilities Manager, Landon Lightle. Committee member, Spring Howard was not available to attend. At the meeting Landon expressed concerns with Service Masters' performance. He said that he met with Landon and was available for a tour of the site. He also commented that there appears to be inadequate or a lack of leadership from the administration. He said that while walking through the building that he observed cob webs, dead bugs, excessive dust, thin wax on some floors, piles of waxed over chalk dust, trashcans with fruit flies, emptied cans with liners that had not changed and notes on rugs to vacuum that have not been vacuumed. He also commented on emails he has seen that indicate that Landon is being treated with disrespect by Service Master. Dana felt that a 30 day notice should be given to Service Master to improve services. And if they aren't meeting the specifications within the contract that they should be let go and the money used to hire another vendor. Dana felt that the schedules are not being followed and that communication on both sides was unprofessional.

- Melanie Lee asked if the disrespect was from both parties. Melanie said she understands that 23% of the daily work load was shifted to the vendor under the new contract.
- Donald Wagner asked why Landon was not here to address the Board. Pete Tuana directed a question to Dennis regarding the contract and asked him to supply the Board with conditions. Donald Wagner asked Dennis to look into this. Mr. Schulz responded by saying that there have been conflicts, that he, Doug Crandal, and Landon had met during the summer to discuss ways to improve communication and move forward. It was decided to use email as the main avenue for communication since their schedules didn't overlap. Dennis explained that he wanted the oversight of services to be Landon's responsibility as Facilities Manager. He felt more information needed to be gathered and will work to set up another meeting with Landon and the vendor.
- Patty Kinion pointed out that these same issues were present prior to hiring a contracted service. She felt that the complaints should be made clear to Service Master resulting in a plan to correct them.
- Pete Tuana pointed out to the Board the need to be careful when a contract is in place and to follow due process.
- Dana said he will continue to monitor the cleaning services and Pete asked that Dana give his notes to Dennis.
- Melanie Lee volunteered to join the committee. Dana Scarborough welcomed her participation.

**Old Business:**

- Dana reported that he did not receive any questions from the Board to create a survey for parents to complete upon students withdrawing or choosing not to re enroll. Ann

Cook suggested that Dana look at Sand Ridge Charter School in Lebanon or Kings Valley Charter for surveys already in place.

- Dana Scarborough inquired about the Good News Club and asked if it is being held during class time. Pete Tuana thought the program should continue as voted on at the last meeting.
- Donald Wagner asked Dennis if he had a discussion with Bob Pearson about Horticulture as an expanded program for ECS to highlight and promote. Dennis said he had not and that he wanted to talk with the whole staff and get their input and ideas.

**New Business:**

Ann Cook shared that the Senior class are raising three pigs to be used as a fundraiser. The students are taking great care of them and the pigs are growing quickly. Patty Kinion asked if the students were able to utilize the food scraps from the kitchen to feed the pigs and Ann explained that in order to do that the scraps would have to be cooked to a certain temperature in order to be used as pig food.

In order to get back onto a schedule with Board meetings being held on the third Thursday of the month it was decided that the next Board meeting will be Thursday, October 16<sup>th</sup>.

**Meeting Adjourned:**

Larry Cook made a motion to adjourn the meeting and Donald Wagner seconded the motion, all members voted in agreement. Meeting adjourned at 8:20.