

BETHANY CHARTER SCHOOL – Board Meeting April 4, 2016

Please be aware that these minutes are not official until approved at the next board meeting.

Board Members present: Karyn Buchheit, Ryan Hari, Heidi Mudrick, Rhett Randall and Michael Slevcove. Kathy Frank present as administrator. 13 visitors present.

Ryan Hari called the meeting to order at 7:01 pm and went over general procedures of meeting for audience.

Michael Slevcove moved to accept the consent agenda consisting of approving the agenda for the April 4, 2016 board meeting and approving the minutes for the March 14, 2016 board meeting. Rhett Randall seconded. Passed unanimously.

Budget Report – acknowledge check numbers 1497-1506 in the amount of \$3,146.57 and 9 debit transactions in the amount of \$1,751.30.

Audience with visitors

- Booster Club – they had agreed to cover the 1st year lease on a classroom set of computers and the cart.
- Auction Committee – nothing new; will be rediscussing/assessing “open gym” item with staff.
- Kim Merklin – have classroom set of chrome books; working well; seems to have solved problems
- Mrs. Stolfus – pulling child due to living/academic fit. She is a teacher at the high school
Recommends – easy way to contact board; teacher participation in district in-services; more attention to academic – missing some “punch”; says there is no culminating literacy theme; has had a great experience; recommends having an academic review/audit/inventory – recommends Dr. Ballance. Board indicated possible discussion item in the future.
- Question – what is policy on bullying? Process?
- What exactly will SFSD give us as support with IEP
- Support for Kathy Frank, board to be involved, improve communication
- Meghan Bonham – presented complaint letter; wants some action taken; is pulling her kids from BCS; lots of issues; disappointed with administration; not pleased with several items; wants to be validated and respected. Started to sound like possible complaints – shouldn’t be heard in open session. Lack of “oversite”
- Look at actual complaint in different perspective; exit interviews with parents; no teacher will have 100% of students like them; board needs to know frustrations of parents; shouldn’t be one board member who has all the others following them
- Intimidating to go to board; confidentiality/retaliation concerns
- Staff members fear to complain because of fear of retaliation
- Where is frustration happening? Conclusion? Both parties are invited to executive session; has it escalated to the written complaint to the board?
- Exit interviews
- Add some feedback info to the complaint procedure

Administrator’s Report

Enrollment Numbers: total of 136 Bobcats; Phase 2 of BCS enrollment phase in place

Highlights

- *K-6th graders are all represented at the Borland Art Gallery in Silverton*
- *7th and 8th graders are preparing for Pentagames*
- *Staff came together to discuss how the school is handling the tragedy. We agreed that we are healing gradually. Our students are pretty spectacular. We talked about how just like there is no right or wrong way for a school to handle such a tragedy we also talked about how everyone of our students grieves differently and it is a personal and highly individual experience. We acknowledged it will take time and worked out a plan for staff to identify students who may need more help. I am proud of our staff for handling such an unforeseen tragedy the way they did. In our discussion, there was an overwhelming theme shared that our students are feeling emotional burden over comments and needs posted on social media. We realize that this is the world we live in but want to try to help our students return to being “kids” again.*

Facility Happenings

- *Planted a “blooming currant tree” – a gift from the Central Howell Parent Club by the picnic table in honor of Mr. Bonham*
- *Mr. Slevcove received word on the school portable classroom*
- *Mr. Fisher is tilling the greenhouse area for the arrival of a team of 10 seniors from the high school to help us re-command the greenhouse space*

Staffing

- *Mrs. Davis has been hired as our temporary teacher to complete the school year in the 5th/6th grade classroom. The kids seem to be doing well. They would like her to move faster with math.*
- *Mrs. Carlson and Mrs. Bolf are going to be instructional assistant job sharing for the remainder of the year. Mrs. Bolf will be assisting during math classes and Mrs. Carlson will be assisting in literature class at both grade levels.*

Calendar: April 8th – Parent club meeting; April 18th – early release and Grandparents luncheon; April 22nd – Pentagames; April 23rd – BCS Auction; April 29th – grade day

Board Reports

- Michael Slevcove received response from Andy Bellando on the modular. It was “no” as SFSD is looking at possibly using it. Will try to negotiate. Concerns were location and kids play area. Will pursue further.
- Report on covered area – looking at contractors for work to be done during the summer
- Report on mission/vision statements. Possibly include in climate survey. Possible use as supplemental by choice of teacher. Processes in the classrooms to follow the mission/vision? Document for parents?

Discussion Items

- a. Budget for 2016/2017 – comfortable going forward; not much current input from Kyle or Marvin as Budget Committee; academic audit? – could possibly have come out of “dues and fees”; mentoring from “added salaries”; math in certain cells doesn’t always add up properly; not much difference between 3% and 5% proposed budgets; PERS will have a high increase this year. Ryan Hari recommended that we go with the 3% proposed budget. Budget is due to SFSD tomorrow – we did get the extension to that date
- b. Review Board Accountability Plan Policy 0003b – classroom visitations; in most school districts the board makes sure that teacher evaluations are done. Difficult to find people to run for the board. Calendar sign up for board to make visits. Check SFSD policy on board members visiting classrooms. Heidi volunteered to visit in April. Orientation for

new board members – work to improve; Board training – work to improve.
Accountability is in the nomination/election process. Change self-evaluation date from July

- c. Review Administrator Performance Accountability Plan Policy 0007b – charter schools are now required to submit an evaluation number on administrators with the change taking/being in place for next year
- d. Review Teacher Performance Accountability Plan Policy 0005b – 3 formal evaluations a year with each one being different; peer evaluations; template that gets filled out and Kathy Frank comes in and does an evaluation. This will be starting to change some due to current training that Kathy is receiving. Accountability with state standards in included with evaluations. State standards – include state testing scores.
- e. Climate survey – Rhett Randall contacted Andy Bellando. Andy sent 2 surveys that he had done at Mark Twain. SFSD is doing a “thought process” in mid-April. BCS will be included. Suggested contact Kevin Palmer. Nothing further. All samples have good aspects. Community wants anonymous. Results must be presented to board and public, maybe third party tabulation. Online – costs? May be higher participation. Narrow down questions. Survey Monkey – 10 free questions. Work session? Exit surveys? Contact families who have left in the last 2 years? There is an exit packet for those leaving. Board members to call those leaving? Survey online – figure out what questions? Check costs for Survey Monkey. Decide on questions and have a free-form box for comments. Possible meeting in 2 weeks? Discussion?
- f. Chrome Books – Boosters stated that they agreed to pay for the 1st year of a classroom set of 30 and the cart. We would have to pay for the remaining 2 years of lease. Chrome books seem indestructible, only do Chrome products, some difficulty with not having Word, kids aren’t downloading. Working set of Netbooks that can move down. Could go a year before getting a 3rd set. Tablets to go to 1st/2nd. Board would need to ok lease on Chrome Book set and authorize spending approximately \$2,000 a year for 2 years. SFSD to get recommendation in June from their tech committee. These are not actual computers – they are internet access devices. Struggle with continuity. Needs to have teacher input, but teacher not the one to make the decision. Would support waiting. Would like to hear feedback that SFSD tech committee will be giving.
- g. Complaint Policy – add something about feedback/response to complaintant if they are not at the meeting. Karyn Buchheit to write/explore what SFSD has. Keep this in 1.4 section. Written response with time limit after board meeting. Suggested change in 1.9 to allow emails with an attachment of letter and heading of “Formal Complaint”.
- h. Staff contact info on school website needs to updated.
- i. Hiring Procedure – just states ad in newspaper

Correspondence – complaint received prior to meeting to be read in executive session

Audience with visitors

- Survey Monkey - \$26 per month for 1,000 responses. They compile and then email for feedback
- Strategic goals – easy to make that sound great, but may not be measurable. Try to make them measurable. Thank you to board, appreciate the work they are doing
 - Suggest double checking to see exactly what and what is not available from SFSD
 - Exit interview contact
 - Questionnaire – Mark Twain one looks good, don’t need to reinvent
 - Chrome Books – how are they being used and how will they help
- State Assessment – take in the classrooms, will use the Chrome Books this year
- Really appreciate volunteer. Suggest operational audit as soon as possible. Survey would feed

into the operational audit. Would come back to another meeting if doing one on survey

- Running out of instructional time if we are going to do an operational audit
- Here to observe, 1st time at a board meeting
- Staff performance, teacher in room interview, staff doesn't have someone else to go to. Staff might be afraid to say something or not be comfortable to address possible issues
- Thanks for all the work
- Can minutes go out sooner

Action Items

- a. Rhett Randall moved to approve the proposed 3% budget. Michael Slevcove seconded. Passed unanimously

Moved into executive session at 10:20 pm in compliance with ORS 192.610 (2)(b) as pertains to personnel

Out of executive session at 11:15 pm

Investigation started. Ryan Hari to contact OSBA.

Moved into executive session at 11:16 pm in compliance with ORS 192.610 (2)(a) as pertains to personnel

Out of executive session at 12:05 pm

Action Items

- a. Karyn Buchheit moved that we have an academic audit. Michael Slevcove seconded. Passed unanimously.
- b. Karyn Buchheit moved that we offer contracts for the 2016/2017 school year utilizing a modified version of the SFSD salary step chart with the following amounts: Erin Turner: BA1 = \$37,056.00; Tricia King: BA9 = \$46,989.00; Leslie Starr: BA10 = \$48,231.00; Kim Merklin: MA2 = \$41,665.00. Heidi Mudrick seconded. Passed unanimously.

Meeting adjourned at 12:10 pm

Next Board Meeting on Monday, May 2, 2016 at 7:00 pm