



Days Creek Charter School K-12
Board of Directors Regular Monthly Meeting
February 5, 2024

Minutes

Present: Diane Swingley, Joanne Gordon, Anna Rickards, Laura Stufflebeam, Rebekah Sawyer, Joe La Fountaine, Cathy Knapp

Call to Order - Meeting called to order by Diane Swingley at 5:32pm

1. All recited the Pledge of Allegiance
2. **Approval of Agenda** - Cathy Knapp made the motion to approve February 5, 2024 Charter Board agenda. Anna Rickards seconded the motion. No discussion. Voted: All in favor.
3. **Approval of Minutes** - Joanne Gordon made the motion to approve the minutes from 1-3-24 and 1-16-24. Anna Rickards seconded the motion. No discussion. Voted: All in favor.

4. **Public Input** - None

5. **Student Input** - Natalie Harris reported that she is participating in the BOLI Apprenticeship class. The group recently went shopping to get the proper apparel, like shoes, pants, and shirts. They have mainly been at the Roseburg Forest Product Plant in Riddle. When they are at school they are taking online classes to get their certifications.

Ruby Geiger reported about the Winter Formal that was held February 3, 2024. She said it was the Canyonville Community Center. The leadership class who were responsible for planning it did a great job.

Kaleigh Loiodici gave an update on some new elective classes added in the second semester. She is taking Home Economics with Anna Rickards. She said that they recently completed the course and received their food handlers certificates. Besides cooking, they will also be learning how to sew. She also reported that a new Cinema class was being offered. Mr. McCallum is teaching the class. The students are reading novels and then comparing them with the movies. She also reported that Pixie Week was coming up the week of February 12, 2024. This will be the 50th year of celebrating Pixie Week. At the end of the week the high school students will celebrate with cake provided by the leadership class.

6. Report from the Executive Director, Joe La Fountaine

- a. Mr. La Fountaine reviewed the District Board agenda.
 - At the February 2024 District Board meeting the most recently completed fiscal audit will be reviewed.
 - The ESD service summary will be reviewed. At the Charter Board meeting there was a discussion around Days Creek Charter School's local service plan. Currently, Days Creek Charter School contracts Human Resources, Technology Support, Oregon Department of Education State Collections, Nursing, and Special Education Support Services.
 - He will also present a draft 2024-2025 School Year Calendar for the District Board of Directors to review. He has worked with the staff to get input on the proposed calendar.

- He met with the Douglas ESD representatives to talk about a Pre-K program at Days Creek Charter School. They toured the superintendent house and they all said that it would be a great location and would not need a lot of construction.
 - The District Board will review the graduation policy. Discussion will be around class rankings and whether to have standard or weighted GPAs determine the valedictorian and salutatorian.
- b. Mr. La Fontaine reviewed the second semester master schedule. Updates to the schedule were made to add additional elective classes.
 - c. Mr. La Fontaine reported an update on the current progress of curriculum mapping. As of the beginning of February, the K-12 science curriculum map was complete. Once the document is finalized it will be added to the website. It will be a living document that will be updated regularly. During the February 2, 2024 professional development day, the teachers began working on the reading curriculum map. The elementary teachers spent time reviewing the standards and reviewed the curriculum used to teach the reading standards. More work will be done with this at future professional development days.
 - d. Mr. La Fontaine reported that a website subcommittee would be forming. After talking to the district's IT manager, it was determined the Charter Board's Publicity Standing Committee, chaired by Joanne Gordon and including Executive Director Mr. La Fontaine, would be tasked with researching various websites, coming back together to report on websites they liked or have specific parts they liked. Once the Publicity Standing Committee and Mr. La Fontaine determine what they want in a website, the chair will report to the Charter Board for discussion as an action item. At that point, Mr. La Fontaine will work with vendors or Douglas ESD to develop the new website.
 - e. Mr. La Fontaine reported that Douglas County's Uniserv Representative recommended that Days Creek Charter Board add language for the Fair Dismissal Law Addendum to the DCCS Charter Document. Mr. La Fontaine will bring the document "Appendix D: Fair Dismissal Law" to the March 2024 Charter Board meeting for discussion and as a first read and possible action item.

7. Report(s) from Cathy Knapp

- a. Cathy Knapp reviewed the 1st Semester Grades. Overall the grades were good. There were no seniors who had failed any classes. High school students who failed would be monitored to work on credit recovery. There was one freshman who had failed more than one class. Cathy Knapp would be working with this student to recover credits from failed courses. .
- b. She reviewed the Winter DIBELs data. The report compares the fall and winter data for each of the students in kindergarten through fifth grade..She pointed out that there was significant growth for a lot of the students. The elementary team believes this is due in large part to the Really Great Reading program.
- c. Cathy Knapp reported on the Really Great Reading - Middle of Year Reading Assessment results. She reported that reading intervention groups were reviewed and updated. The elementary team had met to review the data. Improvement had been seen in all of the grade levels.

8. Action Item and Executive Director Evaluation, Diane Swingley

- a. Joanne Gordon made the motion to approve, without any changes, the Executive Director's Evaluation. Anna Rickards seconded the motion. No discussion. Voted - All in favor.
- b. An application for a parent to serve on the Days Creek Charter Board of Directors was received, after consideration and discussion, Anna Rickards made the motion to reject

the candidate; Cathy Knapp seconded the motion. No further discussion was held before calling for the vote. The vote was unanimous in support of the motion.

9. Reference - Discussion - There were no discussion items.

10. Standing Committee Reports - There were no standing committee reports.

11. Adjournment - Anna Rickards made the motion to adjourn the meeting. Joanne Gordon seconded the motion. Voted - All in favor
Meeting adjourned at 7:31pm

Dated this February 19, 2024

Respectfully Submitted by:
Cathy Knapp